

1 Minutes of the regular monthly meeting of the Planning Commission of Henrico County
2 held in the County Administration Building in the Government Center at Parham and
3 Hungary Springs Roads beginning at 9:00 a.m. Wednesday, January 27, 2016.
4

Members Present: Mr. C. W. Archer, C.P.C., Chair (Fairfield)
Ms. Bonnie-Leigh Jones, C.P.C., Vice-Chair (Tuckahoe)
Mr. Eric Leabough, C.P.C., (Varina)
Mrs. Sandra M. Marshall (Three Chopt)
Mr. Robert H. Witte, Jr., Chairman (Brookland)
Mr. R. Joseph Emerson, Jr., AICP,
Director of Planning, Secretary
Mr. Frank J. Thornton,
Board of Supervisors' Representative

Others Present: Ms. Jean Moore, Assistant Director of Planning
Ms. Leslie A. News, PLA, Senior Principal Planner
Mr. Kevin D. Wilhite, C.P.C., AICP, County Planner
Mr. Michael F. Kennedy, County Planner
Ms. Christina L. Goggin, AICP, County Planner
Mr. Tony Greulich, C.P.C., County Planner
Mr. Matt Ward, County Planner
Mr. Gregory Garrison, AICP, County Planner
Mr. Lee Pambid, C.P.C., County Planner
Ms. Aimee B. Crady, AICP, County Planner
Ms. Sharon Smidler, P.E., Traffic Engineer
Mr. Gary A. DuVal, P.E., Traffic Engineer
Ms. Kate Teator, Senior Planning Technician/Recording Secretary

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6 **Mr. Frank J. Thornton, the Board of Supervisors' representative, abstains on all**
7 **cases unless otherwise noted.**
8

9 Mr. Archer - Good morning, everyone. Welcome to the January 27, 2016
10 meeting of the Henrico County Planning Commission. This is our first meeting of the year
11 in the morning. We've met before at night and introduced some folks. I'm going to do that
12 a little bit later after we do the pledge. But sometimes we seem to forget that there's
13 another side to planning, and this is the other side. So if everyone will please mute your
14 telephones, and let's stand and pledge allegiance to the flag.
15

16 Thank you. I have a couple of introductions to make. First, I'll introduce Mrs. Sandra
17 Marshall, who is the new Planning Commissioner from the Three Chopt District replacing
18 Mr. Branin—I take that back—in *place of*; Mr. Branin would say he can't be replaced. To
19 my left, I'd like to introduce to some of you and just present to others Mr. Frank Thornton
20 who will be serving from the Board of Supervisors this year. We've got a long agenda
21 today, so we're going to get started and see if we can get to it as fast as we can, still doing
22 it properly. Mr. Secretary.
23

24 Mr. Emerson - Yes sir, Mr. Chairman. First on your agenda this morning are
25 the requests for deferrals and withdrawals. Those will be presented by Ms. Leslie News.

26
27 Mr. Archer - Good morning, Ms. News.

28
29 Ms. News - Good morning, members of the Commission. We have four
30 items that have requested deferrals on your agenda this morning. The first item is found
31 on page 9 of your agenda and is located in the Tuckahoe District. This is POD2015-00391,
32 Ample Storage - Three Chopt Road. The applicant has requested a deferral to the
33 February 24, 2016 meeting.

34
35 *(Deferred from the December 16, 2015 Meeting)*

36 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

37

POD2015-00391
Ample Storage – Three
Chopt Road – 10210
Three Chopt Road

Bay Companies, Inc. for Ample Storage Three Chopt, LLC and Richmond Retirement RES 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 demolish an existing single family home and construct two, two-story self-service storage facilities, totaling 120,190 square feet. The 3.78-acre site is located on the east line of Three Chopt Road, approximately 420 feet north of its intersection with Gaskins Road, on parcel 750-755-0814 and part of parcel 749-755-4576. The zoning is B-2C, Business District (Conditional) and R-6C, General Residence District (Conditional). County water and sewer. **(Tuckahoe)**

38

39 Mr. Archer - All right. Is there anyone here who objects to the deferral of
40 POD2015-00391, Ample Storage - Three Chopt Road? All right.

41

42 Ms. Jones - Then I'll move for the deferral of POD2015-00391, Ample
43 Storage - Three Chopt Road, to the February 24th meeting at the applicant's request.

44

45 Mr. Witte - Second.

46

47 Mr. Archer - Motion by Ms. Jones, seconded by Mr. Witte. All in favor of the
48 motion say aye. Those opposed say no. The motion is granted.

49

50 At the request of the applicant, the Planning Commission deferred POD2015-00391,
51 Ample Storage - Three Chopt Road, to its February 24, 2016 meeting.

52

53 Ms. News - The next item is on page 12 of your agenda and located in the
54 Three Chopt District. This is POD2015-00434, Short Pump Manor at Bacova Section 4.
55 The applicant has requested a deferral to the February 24, 2016 meeting.

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(Deferred from the December 16, 2015 Meeting)

PLAN OF DEVELOPMENT

POD2015-00434
Short Pump Manor at
Bacova Section 4 – 4660
Pouncey Tract Road
(State Route 271)

Youngblood, Tyler & Associates, P.C. for Bacova Development Company, LLC, and Bacova, LLC: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 7 detached dwellings for sale with zero-lot-lines. The 3.295-acre site is located approximately 1,000 feet west of Pouncey Tract Road (State Route 271) and approximately 600 feet south of Kain Road, on part of parcels 736-766-7163 and 738-766-9367. The zoning is R-3C, One-Family Residential District (Conditional), R-5AC, General Residential District (Conditional), and WBSO, West Broad Street Overlay District. County water and sewer.
(Three Chopt)

61

62 Mr. Archer - Okay, thank you. Is there anyone present who is opposed to
63 this deferral of POD2015-00434, Short Pump Manor at Bacova Section 4? I see none.

64

65 Mrs. Marshall - I move POD2015-00434, Short Pump Manor at Bacova
66 Section 4 be deferred to the February 24th meeting per the applicant's request.

67

68 Mr. Leabough - Second.

69

70 Mr. Archer - Motion by Mrs. Marshall and seconded by Mr. Leabough. All in
71 favor of the deferral say aye. Those opposed say no. The ayes have it; the deferral is
72 granted.

73

74 At the request of the applicant, the Planning Commission deferred POD2015-00434, Short
75 Pump Manor at Bacova Section 4, to its February 24, 2016 meeting.

76

77 Ms. News - Next on page 17 of your agenda and located in the Three
78 Chopt District is POD2015-00485, GreenGate Phase IV - Grocery Store. The applicant
79 has requested a deferral to the February 24, 2016 meeting.

80

81 *(Deferred from the December 16, 2015 Meeting)*

82

PLAN OF DEVELOPMENT

83

POD2015-00485
GreenGate Phase IV –
Grocery Store – 12121
West Broad Street (U.S.
Route 250)

Kimley-Horn and Associates, Inc. for ME Nuckols, LLC and BPTM, 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 36,169 square foot grocery store in an urban-mixed use development. The 1.24-acre site is located along the south

line of West Broad Street (U.S. Route 250), approximately 540 feet west of its intersection with North Gayton Road, on part of parcel 731-764-5533. The zoning is UMUC, Urban Mixed Use District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

84

85 Mr. Archer - Is there anyone here who is opposed to the deferral of
86 POD2015-00485, GreenGate Phase IV - Grocery Store? No opposition. Mrs. Marshall.

87

88 Mrs. Marshall - I move POD2015-00485, GreenGate Phase IV - Grocery
89 Store, be deferred to the February 24, 2016 meeting per the applicant's request.

90

91 Ms. Jones - Second.

92

93 Mr. Archer - Motion by Mrs. Marshall and seconded by Ms. Jones. All in
94 favor of the motion say aye. Those opposed say no. The ayes have it; that motion passes.

95

96 At the request of the applicant, the Planning Commission deferred POD2015-00485,
97 GreenGate Phase IV - Grocery Store, to its February 24, 2016 meeting.

98

99 Ms. News - Next on page 36 of your agenda and located in the Varina
100 District is POD2015-00543, the Airport Distribution Center, Building B. The applicant has
101 requested a deferral to the February 24, 2016 meeting.

102

103 PLAN OF DEVELOPMENT

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POD2015-00543 Airport Distribution Center, Building B – 2400 Distribution Drive	Engineering Design Associates for Virginia Becknell Investors, 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, 142,635 square foot office warehouse. The 9.91-acre site is located on the southeast corner of the intersection of Darbytown Road and S. Laburnum Avenue, on part of parcel 814-699-7796. The zoning is M-1C, Light Industrial District (Conditional) and Airport Safety Overlay District (ASO). County water and sewer. (Varina)
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106 Mr. Archer - Thank you. Is there anyone who is opposed to the deferral of
107 POD2015-00543, the Airport Distribution Center, Building B? I see none. Mr. Leabough.

108

109 Mr. Leabough - Mr. Chair, I move that POD2015-00543, Airport Distribution
110 Center, Building B, be deferred at the request of the applicant to the February 24th
111 meeting.

112

113 Ms. Jones - Second.

114
115 Mr. Archer - Motion by Mr. Leabough, second by Ms. Jones. All in favor say
116 aye. All opposed say no. The ayes have it; the motion passes.

117
118 Ms. News - Staff is not aware of any further requests.

119
120 Mr. Archer - All right. Thank you, Ms. News.

121
122 Mr. Emerson - Mr. Chairman, if the Commission does not have any additional
123 deferrals to enter at this time, we'll move on to the expedited items, which will also be
124 presented by Ms. News.

125
126 Mr. Archer - All right.

127
128 Ms. News - We have seven items on our expedited agenda this morning.
129 The first item is found on page 3 of your agenda and is located in the Three Chopt District.
130 This is a transfer of approval for POD-49-98, Marriott - Innsbrook Corporate Center, which
131 was formerly Marriott - Innsbrook Corporation Center. Staff recommends approval.

132
133 **TRANSFER OF APPROVAL**

134
POD-49-98 **Troutman Sanders, LLP for CFLC Marrich Sub, LLC:**
POD2014-00334 Request for transfer of approval as required by Chapter 24,
Marriott - Innsbrook Section 24-106 of the Henrico County Code from Columbia
Corporate Center Property Richmond, LTD to CFLC Marrich Sub, LLC. The
(Formerly Marriott – 6.80-acre site is located at the southwest corner of the
Innsbrook Corporation intersection of Dominion Boulevard and Innslake Drive, on
Center) – 4240 Dominion parcel 747-761-2490. The zoning is B-2C, Business District
Boulevard (Conditional). County water and sewer. **(Three Chopt)**

135
136 Mr. Archer - All right. Is there anyone here who is opposed to this transfer
137 for POD-49-98 (POD2014-000334), Marriott - Innsbrook Corporate Center (formerly
138 Marriott - Innsbrook Corporation Center) being on the expedited agenda? Mrs. Marshall.

139
140 Mrs. Marshall - I move approval of the transfer of approval for POD-49-98
141 (POD2014-000334), Marriott - Innsbrook Corporate Center (formerly Marriott - Innsbrook
142 Corporation Center), as presented, subject to the previously approved conditions, on the
143 expedited agenda.

144
145 Mr. Leabough - Second.

146
147 Mr. Archer - Motion by Mrs. Marshall and seconded by Mr. Leabough. All in
148 favor of the motion say aye. Those opposed say no. The ayes have it; that motion passes.

149
150 The Planning Commission approved the transfer of approval request for POD-49-98
151 (POD2014-000334), Marriott - Innsbrook Corporate Center (formerly Marriott - Innsbrook

152 Corporation Center), from Columbia Property Richmond, LTD to CFLC Marrich Sub, LLC,
153 subject to the standard and added conditions previously approved.

154

155 Ms. News - Next on page 4 of your agenda and located in the Varina
156 District is a transfer of approval for POD-83-81, Wendy's. Staff recommends approval.

157

158 **TRANSFER OF APPROVAL**

159

POD-83-81 POD2015-00424 Wendy's - 4609 Williamsburg Road (U.S. Route 60)	Robert McNeill for Starboard Group of Richmond North, LLC: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Wendy's International, Inc. and Charles L. Sweeney and Raymond L. Berry to Old Dominion Restaurants c/o The Starboard Group of Richmond North, LLC. The 0.7-acre site is located on the south line of Williamsburg Road (U.S. Route 60), approximately 550 feet west of S. Laburnum Avenue, on parcel 815-713-8389. The zoning is B-3, Business District and ASO, Airport Safety Overlay District. County water and sewer. (Varina)
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161 Mr. Archer - All right. Is there anyone here who is opposed to the transfer
162 for POD-83-81 (POD2015-00424), Wendy's? No opposition. Mr. Leabough.

163

164 Mr. Leabough - Mr. Chair, I move that the transfer request for POD-83-81
165 (POD2015-00424), Wendy's, be approved on the expedited agenda subject to previously
166 approved conditions.

167

168 Ms. Jones - Second.

169

170 Mr. Archer - Motion by Mr. Leabough, seconded by Ms. Jones. All in favor
171 say aye. All opposed say no. The ayes have it; the motion passes.

172

173 The Planning Commission approved the transfer of approval request for POD-83-81
174 (POD2015-00424), Wendy's, from Wendy's International, Inc. and Charles L. Sweeney
175 and Raymond L. Berry to Old Dominion Restaurants c/o The Starboard Group of
176 Richmond North, LLC, subject to the standard and added conditions previously approved.

177

178 Ms. News - Next on page 5 of your agenda and located in the Three Chopt
179 District is a transfer of approval for POD-33-03, Nissan of Richmond, which was formerly
180 Sheehy Short Pump LLC. There is an addendum item on page 1 to make a correction to
181 the owner's name in the caption. Staff recommends approval.

182

183 (At this point Mr. Leabough exited the room)

184

185

186

187 (Deferred from the December 16, 2015 Meeting)

188 **TRANSFER OF APPROVAL**

189

POD-33-03
POD2013-00416
Nissan of Richmond
(Formerly Sheehy Short
Pump, LLC) – 11401 W.
Broad Street (U.S. Route
250)

**Hirschler Fleischer for Patrick Dibre and Nissan of
Chesapeake:** Request for transfer of approval as required
by Chapter 24, Section 24-106 of the Henrico County Code
from Victory Automotive Group and Sheehy Short Pump
Property, LLC to **11401 W Broad St Realty Nissan of
Richmond**. The 5.05-acre site is located at the southwest
corner of the intersection of W. Broad Street (U.S. Route
250) and John Rolfe Parkway, on parcel 740-761-8451. The
zoning is B-3C, Business District (Conditional) and WBSO,
West Broad Street Overlay District. County water and
sewer. **(Three Chopt)**

190

191 Mr. Archer - Okay. Is there anybody here who is opposed to transfer
192 request for POD-33-03 (POD2013-00416), Nissan of Richmond (formerly Sheehy Short
193 Pump LLC)?

194

195 Mrs. Marshall - Mr. Chairman, I move approval of the transfer of approval
196 POD-33-03 (POD2013-00416), Nissan of Richmond (formerly Sheehy Short Pump LLC),
197 as presented, including the revision to the caption included in the addendum, subject to
198 the previously approved conditions, on the expedited agenda.

199

200 Ms. Jones - Second.

201

202 Mr. Archer - Motion by Mrs. Marshall, second by Ms. Jones. All in favor say
203 aye. All opposed say no. The ayes have it; the motion passes.

204

205 The Planning Commission approved the transfer of approval request for POD-33-03
206 (POD2013-00416), Nissan of Richmond (formerly Sheehy Short Pump LLC), from Victory
207 Automotive Group and Sheehy Short Pump Property, LLC to 11401 W Broad St Realty,
208 LLC, subject to the standard and added conditions previously approved.

209

210 Ms. News - Next on page 6 of your agenda and located in the Three Chopt
211 District is a transfer of approval for POD-80-90, Henrico Federal Credit Union Operations
212 Center, which was formerly Prudential Medical Offices. Staff recommends approval.

213

214 **TRANSFER OF APPROVAL**

215

POD-80-90
POD2015-00290
Henrico Federal Credit
Union Operations Center
(Formerly Prudential
Medical Offices) – 9351
West Broad Street (U.S.
Route 250)

Chris Williams for Henrico Federal Credit Union: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Continental Properties Corporation to Henrico Federal Credit Union. The 2.07-acre site is located on the west line of Copper Mill Trace Road, approximately 547 feet south of West Broad Street (U.S. Route 250), on parcel 755-756-9391. The zoning is O-2C, Office District (Conditional). County water and sewer. **(Three Chopt)**

216

217 Mr. Archer - Thank you. Anybody here opposed to this transfer for POD-80-
218 90 (POD2015-00290), Henrico Federal Credit Union Operations Center (formerly
219 Prudential Medical Offices)? No opposition. Mrs. Marshall.

220

221 Mrs. Marshall - Mr. Chairman, I move approval of the transfer of approval
222 POD-80-90 (POD2015-00290), Henrico Federal Credit Union Operations Center (formerly
223 Prudential Medical Offices), as presented, subject to the previously approved conditions,
224 on the expedited agenda.

225

226 Mr. Witte - Second.

227

228 Mr. Archer - Motion by Mrs. Marshall and seconded by Mr. Witte. All in favor
229 say aye. All opposed say no. The ayes have it; the motion passes.

230

231 The Planning Commission approved the transfer of approval request for POD-80-90
232 (POD2015-00290), Henrico Federal Credit Union Operations Center (formerly Prudential
233 Medical Offices), from Continental Properties Corporation to Henrico Federal Credit Union,
234 subject to the standard and added conditions previously approved.

235

236 (At this point Mr. Leabough returned to the room)

237

238 Ms. News - On page 7 of your agenda and located in the Three Chopt
239 District is a transfer of approval for POD-143-86, DILG, LLC (formerly C.P. Dean). Staff
240 recommends approval.

241

242 **TRANSFER OF APPROVAL**

243

POD-143-86
POD2015-00022
DILG, LLC (Formerly C.P.
Dean) – 9071 West Broad
Street (U.S. Route 250)

Andrea D. Lilly for Dustin W. Dyer: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Bailey L. Ray Trust and C.P. Dean Company, Inc. to DILG, LLC. The 0.87-acre site is located on the south line of West Broad Street (U.S. Route 250), approximately 180 feet east of Tuckernuck Drive, on

parcel 758-756-1840. The zoning is B-2, Business District.
County water and sewer. **(Three Chopt)**

244

245 Mr. Archer - Okay. Is there anyone present who is opposed to this transfer
246 for POD-143-86 (POD2015-00022), DILG, LLC (formerly C.P. Dean)? I see none.

247

248 Mrs. Marshall - Mr. Chairman, I move approval of the transfer of POD-143-86
249 (POD2015-00022), DILG, LLC (formerly C.P. Dean), as presented, subject to the
250 previously approved conditions, on the expedited agenda.

251

252 Mr. Leabough - Second.

253

254 Mr. Archer - Motion by Mrs. Marshall, seconded by Mr. Leabough. All in
255 favor say aye. All opposed say no. The ayes have it; the motion passes.

256

257 The Planning Commission approved the transfer of approval request for POD-143-86
258 (POD2015-00022), DILG, LLC (formerly C.P. Dean), from Bailey L. Ray Trust and C.P.
259 Dean Company, Inc. to DILG, LLC, subject to the standard and added conditions
260 previously approved.

261

262 Ms. News - On page 8 of your agenda and located in the Three Chopt
263 District is a transfer of approval for POD-06-90, Hyatt Place Richmond – Innsbrook,
264 formerly the Amerisuites Hotel. Staff recommends approval.

265

266 TRANSFER OF APPROVAL

267

POD-06-90
POD2015-00492
Hyatt Place Richmond –
Innsbrook (Formerly
Amerisuites)

Michael Oyervides for ARC Hospitality Operating Partnership, LP: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Innsbrook Corp. to ARC Hospitality Operating Partnership, LP. The 3.08-acre site is located on the east line of Dominion Boulevard, approximately 1,000 feet north of its intersection with West Broad Street (U.S. Route 250), on parcel 747-761-9253. The zoning is B-2C, Business District (Conditional). County water and sewer. **(Three Chopt)**

268

269 Mr. Archer - Okay. Is there anyone here who is opposed to this approval of
270 this transfer for POD-06-90 (POD2015-00492), Hyatt Place Richmond - Innsbrook
271 (formerly Amerisuites)? I see none.

272

273 Mrs. Marshall - Mr. Chairman, I ask for the approval of the transfer for POD-
274 06-90 (POD2015-00492), Hyatt Place Richmond - Innsbrook (formerly Amerisuites), as
275 presented, subject to the previously approved conditions, on the expedited agenda.

276

277 Mr. Witte - Second.

278
279 Mr. Archer - Okay. Motion by Mrs. Marshall, seconded by Mr. Witte. All in
280 favor say aye. All opposed say no. The ayes have it; the motion passes.

281
282 The Planning Commission approved the transfer of approval request for POD-06-90
283 (POD2015-00492), Hyatt Place Richmond - Innsbrook (formerly Amerisuites), from
284 Innsbrook Corp. to ARC Hospitality Operating Partnership, LP, subject to the standard and
285 added conditions previously approved.

286
287 Ms. News - The final item is on page 25 of your agenda and located in the
288 Tuckahoe District. This is POD2015-00509, Commonwealth Assisted Living at The West
289 End Addition, formerly Meadow Glen of West End. There's an addendum item on page 2
290 of your addendum to include a revised plan which addresses revisions to the drive aisle
291 width to resolve Fire and Traffic Engineering concerns. Staff recommends approval.

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293 **PLAN OF DEVELOPMENT**

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<p>POD2015-00509 Commonwealth Assisted Living at The West End Addition (Formerly Meadow Glen of West End) – 2400 Gaskins Road</p>	<p>Balzer and Associates, Inc. for MCAP West End, LLC and West End, 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 7,280 square-foot 10-unit addition to an existing 68-unit assisted living facility. The 8.07-acre site is located along the west line of Gaskins Road, approximately 765 feet south of its intersection with Three Chopt Road, on part of parcel 749- 754-2538. The zoning is R-6C, General Residential District (Conditional) and C-1, Conservation District. County water and sewer. (Tuckahoe)</p>
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296 Mr. Archer - All right. Is there anyone here who is opposed to POD2015-
297 00509, Commonwealth Assisted Living at The West End Addition (formerly Meadow Glen
298 of West End)? I see none. Ms. Jones?

299
300 Ms. Jones - All right, then, I so move approval of this plan of development
301 on the expedited agenda. This is POD2015-00509, Commonwealth Assisted Living at The
302 West End Addition (formerly Meadow Glen of West End). This is subject to the annotations
303 that are on the plans, standard conditions for developments of this type, the additional
304 conditions 29 through 32 that are listed in the agenda and an additional comment from the
305 addendum concerning the two-way drive aisle, which has resulted in a revised plan.

306
307 Mr. Witte - Second.

308
309 Mr. Archer - Motion by Ms. Jones, seconded by Mr. Witte. All in favor say
310 aye. All opposed say no. The ayes have it; the motion passes.

312 The Planning Commission approved POD2015-00509, Commonwealth Assisted Living at
313 The West End Addition (formerly Meadow Glen of West End), subject to the annotations
314 on the plans, the standard conditions attached to these minutes for developments of this
315 type, and the following additional conditions:
316

- 317 29. Outside storage shall not be permitted.
318 30. The proffers approved as a part of zoning case REZ2015-00015 shall be
319 incorporated in this approval.
320 31. The location of all existing and proposed utility and mechanical equipment
321 (including HVAC units, electric meters, junction and accessory boxes, transformers,
322 and generators) shall be identified on the landscape plans. All equipment shall be
323 screened by such measures as determined appropriate by the Director of Planning
324 or the Planning Commission at the time of plan approval.
325 32. The limits and elevations of the Special Flood Hazard Area shall be conspicuously
326 noted on the plan and labeled "Limits of Special Flood Hazard Area." In addition,
327 the delineated Special Flood Hazard Area must be labeled "Variable Width
328 Drainage and Utility Easement." The easement shall be granted to the County prior
329 to the issuance of any occupancy permits.
330

331 Ms. News - That completes our expedited agenda.
332

333 Mr. Archer - Thank you, Ms. News.
334

335 Mr. Emerson - Mr. Chairman, we now move on to Subdivision Extensions of
336 Conditional Approval. There are none of those this morning to be heard, so we now move
337 into your regular agenda to page 15 for POD2015-00477, Youngblood, Tyler & Associates,
338 P.C. for HHHunt Holloway, LLC and HHHunt Corporation. The staff report will be
339 presented by Ms. Christina Goggin.
340

341 **PLAN OF DEVELOPMENT**
342

POD2015-00477
Holloway at Wyndham
Forest Sections 3, 4, & 5 –
11120 Nuckols Road

Youngblood, Tyler & Associates, P.C. for HHHunt Holloway, LLC and HHHunt Corporation: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 93 detached dwellings for sale with zero lot lines and one single-family dwelling. The 33.0-acre site is located approximately 1,600 feet east of the intersection of Nuckols Road and Opaca Lane and the western terminus of Holman Ridge Road, on parcel 750-772-9445 and part of parcel 749-772-8402. The zoning is R-5AC, General Residential District (Conditional) and R-3C, One-Family Residential District (Conditional). County water and sewer. **(Three Chopt)**

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344 Mr. Archer - Thank you, Mr. Secretary. Good morning, Ms. Goggin.

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Ms. Goggin - Good morning.

Mr. Archer - Is there anyone here who is opposed POD2015-00477, Holloway at Wyndham Forest Sections 3, 4, and 5? I see no opposition. Ms. Goggin.

Ms. Goggin - This POD proposes the construction of ninety-three zero-lot-line dwellings and the re-subdivision of an existing lot within Holloway at Wyndham, Section 2, to provide additional area for a BMP. That is this lot right here.

This whole area was recently rezoned to permit the zero-lot-line dwellings as well as these townhomes and this new major thoroughfare planned road. The subdivisions were approved not too long ago, and the POD for the townhomes was approved last month. The POD for the zero-lot-lines is today.

I know these are kind of tiny, but the paper copies are in your packets. The architectural elevations submitted by the applicant are in compliance with the proffers of brick or cultured stone foundations and with the primary building materials of brick, cultured stone, stone veneer, HardiPlank, engineered wood, or a combination thereof. Each home shall have an attached or a detached two-car garage. And as noted in the agenda, the applicant has submitted thirty-two house models with different stylistic finishes available.

As you can see, for example, on the Blakely, you have a traditional farmhouse kind of finish here. That would be more of a HardiPlank style. I went to the wrong one. A farmhouse style here on the Bradshaw. And then you can do a brick federal style and then what they call the bungalow. And there are freestanding garages that would permit different housing options. So as you can see on the site plan here, if it's not attached, it would allow you to have the backyard and to come in off a corner that you wouldn't otherwise be able to.

Proffers require street trees to be provided every fifty feet along new roads within the subdivision and Holman Ridge Road Extended. The front and side yards are to be sodded and irrigated, and landscape plan approval for the site is required to be reviewed and approved by the Planning Commission.

Before the construction plans for sections 3 or 5 can be approved by staff or plats recorded, the applicant must furnish letters from Plantation Pipeline and Virginia Dominion Power stating that this proposed development does not conflict with their facilities. Those easements run right here.

Staff recommends approval subject to the annotations on the plans, the standard conditions for developments of this type, 9 amended, and the additional conditions 29 through 39 in the agenda. Anne Tignor, the engineer, and Craige Shelton, representing the developer, are both here should you have any questions for them. And I am here should you have any questions for me.

391 Mr. Archer - Thank you so much. Are there questions from the Commission
392 for Ms. Goggin? All right. Would you like to hear from the applicant? Don't need to? All
393 right, go right ahead.

394
395 Mrs. Marshall - I move POD2015-00477, Holloway at Wyndham Forest
396 Sections 3, 4, and 5, be approved subject to the annotations on the plan, the standard
397 conditions for developments of this type, additional conditions 9 amended and 29 through
398 39 in the agenda.

399
400 Mr. Leabough - Second.

401
402 Mr. Archer - All right. Motion by Mrs. Marshall and seconded by
403 Mr. Leabough. All in favor say aye. All opposed say no. The ayes have it; the motion
404 passes.

405
406 The Planning Commission approved POD2015-00477, Holloway at Wyndham Forest
407 Sections 3, 4, and 5, subject to the annotations on the plans, the standard conditions
408 attached to these minutes for developments of this type, and the following additional
409 conditions:

- 410
- 411 9. **AMENDED** - A detailed landscaping plan shall be submitted to the Department of
412 Planning for review and Planning Commission approval prior to the issuance of any
413 occupancy permits.
 - 414 29. Roof edge ornamental features that extend over the zero lot line, and which are
415 permitted by Section 24-95(i)(1), must be authorized in the covenants.
 - 416 30. Eight-foot easements for construction, drainage, and maintenance access for
417 abutting lots shall be provided and shown on the POD plans.
 - 418 31. Building permit request for individual dwellings shall each include two (2) copies of
419 a layout plan sheet as approved with the plan of development. The developer may
420 utilize alternate building types providing that each may be located within the building
421 footprint shown on the approved plan. Any deviation in building footprint or
422 infrastructure shall require submission and approval of an administrative site plan.
 - 423 32. Windows on the zero lot line side of the dwelling can only be approved with an
424 exception granted by the Building Official and the Director of Planning during the
425 building permit application process.
 - 426 33. The mechanical equipment for each building shall be located on its respective lot.
427 Except for wall-mounted electric meters, in no case shall the eight-foot easement
428 for construction, drainage, and maintenance access on the abutting lot be used to
429 locate other mechanical equipment (such as HVAC equipment, generators, and the
430 like) for the subject lot.
 - 431 34. The subdivision plat for Holloway at Wyndham Forest Sections 3, 4, and 5 shall be
432 recorded before any building permits for the applicable section are issued.
 - 433 35. A concrete sidewalk meeting County standards shall be provided along the both
434 sides of Holman Ridge Road.
 - 435 36. The proffers approved as a part of zoning case REZ2013-00014 and REZ2015-
436 00014 shall be incorporated in this approval.

- 437 37. Prior to approval of construction plans for Sections 3 or 5, the developer must
 438 furnish a letter from Dominion Virginia Power and Plantation Pipeline stating that
 439 this proposed development does not conflict with their facilities.
 440 38. Approval of the construction plans by the Department of Public Works does not
 441 establish the curb and gutter elevations along the Henrico County maintained right-
 442 of-way. The elevations will be set by Henrico County.
 443 39. The limits and elevations of the Special Flood Hazard Area shall be conspicuously
 444 noted on the plan and labeled "Limits of Special Flood Hazard Area." In addition,
 445 the delineated Special Flood Hazard Area must be labeled "Variable Width
 446 Drainage and Utility Easement." The easement shall be granted to the County prior
 447 to the issuance of any occupancy permits.
 448

449 Mr. Emerson - Mr. Chairman, we now move on to page 19 of your agenda for
 450 POD2015-00483, Timmons Group for Towne Bank. The staff report will be presented by
 451 Ms. Aimee Crady.
 452

453
 454 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**
 455

456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472	POD2015-00483 Towne Bank Operations Headquarters – 4501 Cox Road	Timmons Group for Towne Bank: 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 an ATM, teller drive-through facility, and parking expansion for an existing bank headquarters. The 5.34-acre site is located on the southeast corner at the intersection of Cox Road and Village Run Drive, on parcel 750-764-9584. The zoning is O-3C, Office District (Conditional). County water and sewer. (Three Chopt)
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456 Mr. Archer - Good morning, Ms. Crady.

457 Ms. Crady - Good morning.

458 Mr. Archer - Is there opposition to POD2015-00483, Towne Bank
 459 Operations Headquarters? I see none. Ms. Crady?
 460

461 Ms. Crady - All right. The proposed plan shows a parking lot and teller
 462 drive-through expansion with the addition of an ATM lane adjacent to the teller drive-
 463 through here at the existing Towne Bank Operations Headquarters located in the
 464 Innsbrook Office Park.
 465

466 Originally constructed as a Franklin Federal Savings and Loan Headquarters in 1993, one
 467 previous parking and maintenance building addition was approved and completed in 1997,
 468 which would be in here (referring to plan).
 469
 470
 471
 472

473 The current plan proposes work that is actually distanced further from the residential
474 properties than the previous plans. This plan has been reviewed and endorsed by the
475 Innsbrook Owners Association.

476
477 The majority of the parking expansion is located to the south of the existing building, the
478 building here, and in the direction of the adjacent office property, which is down here. No
479 work is proposed directly adjacent to the residential properties to the east of the site. This
480 would be the residential properties up here. Other areas of parking expansion are interior
481 to the existing driveway loop, this being the existing driveway loop. We have some parking
482 areas here and here.

483
484 Architecturally, the drive-through expansion will be compatible in design and match the
485 existing finishes on the building, as shown in this elevation.

486
487 A revised lighting plan is included in this request, which will eliminate the expansion areas
488 and implement replacement of all site lighting with concealed source LED fixtures. All
489 fixtures along perimeters of the parking lot propose house-side shields to eliminate any
490 glare or spread to the adjacent properties and rights-of-way.

491
492 With that, staff recommends approval subject to the annotations on the plan, the standard
493 conditions for developments of this type, and conditions 11B and 29 through 33 as listed
494 in the agenda. Chris Sibold with Timmons Group is here representing the applicant, and I
495 am happy to answer any questions the Commission may have of me.

496
497 Mr. Archer - Thank you, Ms. Crady. Are there questions for Ms. Crady from
498 the Commission? Mrs. Marshall, would you like to hear from the applicant? All right. We're
499 ready for a motion.

500
501 Mrs. Marshall - I move POD2015-00483, Towne Bank Operations
502 Headquarters, with a lighting plan, be approved subject to the annotations on the plan, the
503 standard conditions for developments of this type, and additional conditions 11B and 29
504 through 33 in the agenda.

505
506 Mr. Leabough - Second.

507
508 Mr. Archer - Motion by Mrs. Marshall, seconded by Mr. Leabough. All in
509 favor say aye. All opposed say no. The ayes have it; the motion passes.

510
511 The Planning Commission approved the plan of development and lighting plan for
512 POD2015-00483, Towne Bank Operations Headquarters, subject to the annotations on
513 the plans, the standard conditions attached to these minutes for developments of this type,
514 and the following additional conditions:

515
516 11B. Prior to the approval of an electrical permit application and installation of the site
517 lighting equipment, a plan including light spread and intensity diagrams, and fixture

- 518 specifications and mounting heights details shall be revised as annotated on the staff
 519 plan and included with the construction plans for final signature.
- 520 29. The right-of-way for widening of Cox Road as shown on approved plans shall be
 521 dedicated to the County prior to any occupancy permits being issued. The right-of-
 522 way dedication plat and any other required information shall be submitted to the
 523 County Real Property Agent at least sixty (60) days prior to requesting occupancy
 524 permits.
- 525 30. A concrete sidewalk meeting County standards shall be provided along the east side
 526 of Cox Road.
- 527 31. Outside storage shall not be permitted.
- 528 32. The proffers approved as a part of zoning case C-10C-84 shall be incorporated in
 529 this approval.
- 530 33. In the event of any traffic backup which blocks the public right-of-way as a result of
 531 congestion caused by the drive-up teller facilities, the owner/occupant shall close the
 532 drive-up teller facilities until a solution can be designed to prevent traffic backup.

533
 534 Mr. Emerson - Mr. Chairman, we now move on to page 21 of your regular
 535 agenda and page 1 of your amended agenda for POD2015-00541, Timmons Group for
 536 Central Virginia Investments/Rocketts Landing LLC. The staff report will be presented by
 537 Mr. Mike Kennedy.

538
 539 **PLAN OF DEVELOPMENT**
 540

POD2015-00541 Rocketts Landing – Phase IV – 5300 Old Osborne Turnpike	Timmons Group for Central Virginia Investments/Rocketts Landing, LLC: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 28 three and four-story single-family residential townhomes for sale on Block 19 of the Village of Rocketts Landing. The 1.91-acre site is located west of Old Osborne Turnpike (State Route 5), along the west line of Old Main Street (private), between Old Delaware Street extended (private) and Old Charles Street (private), on part of parcel 797-711-6071. The zoning is UMUC, Urban Mixed Use District (Conditional). City of Richmond water and sewer. (Varina)
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541
 542 Mr. Archer - All right, thank you, sir. Good morning, Mr. Kennedy. Is there
 543 anyone present who is opposed to POD2015-00541, Rocketts Landing – Phase IV? No
 544 opposition. Go right ahead, sir.

545
 546 Mr. Kennedy - Good morning, members of the Commission. (Referring to the
 547 master plan sheet) We have land Bay four, which was previously completed, which
 548 includes the Skyline Building with the townhouses and then the Fall Line Building here.
 549 There is a parking lot that's being constructed with Phase 3, which is the apartment

550 building along Route 5. This is Block 19, which is twenty-eight townhouses. This is land
551 bay 6, which does not have the final master plan approved yet; it's conceptual at this time.

552
553 Staff has received a revised POD site plan as requested, which is in your packets that you
554 received today. The revised plan provides a minimum streetscape width. A width of eight
555 feet is required by code. The developer has agreed to provide streetscape improvements
556 along the abutting streets and the walk along the Capital Trail here in accordance with
557 UMU design standards.

558
559 The Fire Marshal's concerns regarding fire access have now been addressed. All the
560 townhouses will be served by residential sprinkler systems, and the Capitol Trail is twenty
561 feet wide, which is adequate for a fire department truck. It actually carried trains, so it
562 should be able to carry a fire truck.

563
564 Staff notes the grading plans have been revised for a minimum ten-foot setback in this
565 area here to keep the buildings out of the flood plain. So none of these buildings are within
566 the flood plain along the river. However, staff has not received complete architectural plans
567 in detail as requested. The developer is still working out those details with the builder,
568 HHHunt. The developer has requested consideration of the POD site plan alone at this
569 time, with deferral of the POD architectural plans to come back at the next meeting.

570
571 Several conditions have been modified, as the proposed development is served by
572 Richmond City utilities as opposed to Henrico County utilities. So we had to tweak those
573 conditions a little bit. In addition, this Phase 4 is subject to the development of Phase 3,
574 which is an apartment building, otherwise they would not have access from Route 5. There
575 are conditions that address that in the agenda.

576
577 The review of Phase 3 was held up by issues regarding utilities being provided by the City
578 of Richmond. Those issues have now been resolved, and construction review for that
579 section, Phase 3, is approaching approval for construction at this time.

580
581 Staff recommends approval of the POD site plan and deferral of the POD architectural
582 plans to the Planning Commission's February 24th agenda, as requested. Should the
583 Commission act on this request, in addition to the standard conditions for residential
584 townhouses of this type and annotations on the plans, staff recommends conditions 1, 2,
585 17, 24, and 25 modified to address City utilities and additional conditions 29 through 54 as
586 stated on the agenda.

587
588 Mr. Archer - Thank you, Mr. Kennedy. Are there questions for Mr. Kennedy
589 from the Commission?

590
591 Mr. Leabough - One question.

592
593 Mr. Archer - Go right ahead, sir.

594
595 Mr. Leabough - Well go ahead, Ms. Jones. I'll follow up.

596
597 Ms. Jones - Okay. I think you answered my question, but I just want to
598 make sure. There were a lot of loose ends that needed to be tied up as this came forward
599 to hearing today. What I'm hearing from you is that the loose ends, other than the
600 architecturals—the utilities and other phasing and staging all that—have been resolved to
601 staff's satisfaction, and we can move ahead with a vote today.
602
603 Mr. Kennedy - Yes ma'am.
604
605 Ms. Jones - Other than the architecturals.
606
607 Mr. Kennedy - Right. The site accommodates 24- and 20-foot units. So we
608 just need to get that done and then we can move forward with the architecturals.
609
610 Ms. Jones - Okay.
611
612 Mr. Leabough - My question is a follow-up to that. Can you just briefly, and I
613 mean briefly, just kind of summarize why this site is served by City utilities instead of
614 County? Briefly, if that's possible.
615
616 Mr. Kennedy - Well, it's downhill to the City sewer, where it wouldn't be
617 possible to get an extension of County utilities for sewer. Water is available currently from
618 the City. The County would have to extend water. There are also some conditions having
619 to do with contamination of soils, which we've dealt with by having the City to take of that.
620
621 Mr. Leabough - Thank you.
622
623 Mr. Archer - All right. Any further questions?
624
625 Mr. Leabough - I'd like to hear from the applicant, please, regarding those
626 architecturals.
627
628 Mr. Archer - Would the applicant please come forward? Sir, please state
629 your name for the record.
630
631 Mr. Pennock - Good morning. I'm Kevin Pennock from Timmons Group.
632
633 Mr. Leabough - Good morning, Mr. Pennock. Quick question. You all are
634 committed to work with staff to review and address the architectural concerns, I presume.
635
636 Mr. Pennock - Yes sir. Actually, I'm the civil engineer, but I work with the
637 architect, and he's committed to it.
638
639 Mr. Leabough - One other question. What's the status of the apartment phase?
640 I know that we approved that some time ago, and we've not seen that come to fruition. Do
641 you know? If you don't know, that's fine.

642
643 Mr. Pennock - Generally speaking, we're waiting for the finalizing of the
644 water/sewer agreement with the City of Richmond before they can move on with
645 construction.
646
647 Mr. Leabough - So a similar situation for the project.
648
649 Mr. Pennock - Correct.
650
651 Mr. Leabough - Okay. All right, I have no further questions.
652
653 Mr. Archer - All right, anybody else have questions for Timmons? All right.
654 Mr. Leabough?
655
656 Mr. Leabough - Thank you, Mr. Chair. With that, I move approval of the POD
657 site plan for POD2015-00541, Rocketts Landing – Phase IV, as recommended by the staff,
658 and the deferral of the architectural plans to the February 24th meeting, as requested,
659 subject to standard conditions for residential townhouse developments of this type,
660 annotations on the plans, and standard conditions 1, 2, 17, 24, and 25 modified, and the
661 additional conditions 29 through 54, with the revised plan as noted on the addendum.
662
663 Mr. Witte - Second.
664
665 Mr. Archer - Okay. Motion by Mr. Leabough, seconded by Mr. Witte. All in
666 favor say aye. All opposed say no. The ayes have it; the motion passes.
667
668 The Planning Commission approved the site plan for POD2015-00541, Rocketts Landing
669 – Phase IV, and deferred the architectural plans to the February 24th meeting, as
670 requested, subject to the annotations on the plans, the standard conditions attached to
671 these minutes for developments of this type, and the following additional conditions:
672
673 1. **MODIFIED** - The owner shall enter into the necessary contracts with the City of
674 Richmond Department of Public Utilities for connections to public water and sewer.
675 2. **MODIFIED** - The City of Richmond Department of Public Utilities shall approve the
676 plan of development for construction of public water and sewer, prior to beginning
677 any construction of these utilities. The City of Richmond Department of Public
678 Utilities shall be notified at least 48 hours prior to the start of any water or sewer
679 construction.
680 17. **MODIFIED** - The owner shall have a set of plans approved by the Director of Public
681 Works, City of Richmond Public Utilities and Secretary of the Planning Commission
682 available at the site at all times when work is being performed. A designated
683 responsible employee shall be available for contact by County Inspectors.
684 24. **MODIFIED** - The developer shall provide fire hydrants as required by the City of
685 Richmond Department of Public Utilities and Henrico Division of Fire.

- 686 25. **MODIFIED** - Insurance Services Office (ISO) calculations shall be included on the
687 final construction plans for approval by the City of Richmond Department of Public
688 Utilities and Henrico Division of Fire prior to issuance of a building permit.
- 689 29. The unit house numbers shall be visible from the parking areas and drives.
- 690 30. The names of streets, drives, courts and parking areas shall be approved by the
691 Richmond Regional Planning District Commission and such names shall be
692 included on the construction plans prior to their approval. The standard street name
693 signs shall be installed prior to any occupancy permit approval.
- 694 31. The subdivision plat for Village of Rocketts Landing Section 7 shall be recorded
695 before any building permits are issued.
- 696 32. The entrances and drainage facilities on Old Osborne Turnpike (State Route 5)
697 shall be approved by the Virginia Department of Transportation and the County, in
698 conjunction with the construction plans for the Village of Rocketts Landing Phase
699 3.
- 700 33. A notice of completion form, certifying that the requirements of the Virginia
701 Department of Transportation entrances permit have been completed for Old
702 Osborne Turnpike (State Route 5) in conjunction with the construction plans for the
703 Village of Rocketts Landing Phase 3, shall be submitted to the Department of
704 Planning prior to any occupancy permits being issued.
- 705 34. Prior to issuance of a certificate of occupancy for any building in this development,
706 the engineer of record shall certify that the site has been graded in accordance with
707 the approved grading plans.
- 708 35. Details for the gate and locking device at the western terminus of Old Charles Street
709 shall be submitted for review by the Traffic Engineer, Police and approved by the
710 County Fire Marshal. The owner or owner's contractor shall contact the County Fire
711 Marshal prior to completion of the fence installation to test and inspect the
712 operations of the gates. Evidence of the Fire Marshal's approval shall be provided
713 to the Department of Planning by the owner prior to issuance of occupancy permits.
- 714 36. Evidence that an engineer has certified the height of the buildings in Block 19 shall
715 be provided to the Director of Planning prior to the issuance of a Certificate of
716 Occupancy.
- 717 37. The proffers approved as a part of zoning case C-55C-04, P-14-04, and P-12-12
718 shall be incorporated in this approval.
- 719 38. A construction staging plan which includes details for traffic control, fire protection,
720 stockpile locations, construction fencing and hours of construction shall be
721 submitted for County review and prior to the approval of any final construction plans.
- 722 39. A note in bold lettering shall be provided on the erosion control plan indicating that
723 sediment basins or traps or fill in the floodplain located within buildable areas or
724 building pads shall be reclaimed with engineered fill. All materials shall be deposited
725 and compacted in accordance with the applicable sections of the state building code
726 and geotechnical guidelines established by the engineer. An engineer's report
727 certifying the suitability of the fill materials and its compaction shall be submitted for
728 review and approval by the Director of Planning and Director of Public Works and
729 the Building Official prior to the issuance of any building permit(s) on the affected
730 sites.

- 731 40. The pavement shall be of an SM-2A type and shall be constructed in accordance
732 with County standard and specifications. The developer shall post a defect bond for
733 all pavement with the Department of Planning - the exact type, amount and
734 implementation shall be determined by the Director of Planning, to protect the
735 interest of the members of the Homeowners Association. The defect bond shall
736 remain in effect for a period of three years from the date of the issuance of the final
737 occupancy permit. Prior to the issuance of the last Certificate of Occupancy, a
738 professional engineer must certify that the roads have been designed and
739 constructed in accordance with County standards.
- 740 41. The conceptual master plan, as submitted with this application, is for planning and
741 information purposes only. All subsequent detailed plans of development needed
742 to implement this conceptual plan shall be submitted for staff review and Planning
743 Commission approval, and shall be subject to all regulations in effect at the time
744 such subsequent plans are submitted for review/ approval.
- 745 42. The location of all existing and proposed utility and mechanical equipment
746 (including HVAC units, electric meters, junction and accessory boxes, transformers,
747 and generators) shall be identified on the landscape plans. All equipment shall be
748 screened by such measures as determined appropriate by the Director of Planning
749 or the Planning Commission at the time of plan approval.
- 750 43. Except for junction boxes, meters, and existing overhead utility lines, and for
751 technical or environmental reasons, all utility lines shall be underground.
- 752 44. The proposed development shall be served by privately maintained streets, other
753 than Old Osborne Turnpike (State Route 5), unless otherwise approved by the
754 Director of Public Works.
- 755 45. The proposed utilities connected to the City of Richmond system shall be accepted
756 by the City for maintenance prior to the issuance of any Certificates of Occupancy.
757 The Developer shall coordinate plan review with the City of Richmond and provide
758 evidence to the Director of Planning that the City's requirements are satisfied.
- 759 46. The applicant shall dedicate all right of way and easements and provide all
760 improvements determined necessary by the Director of Public Works and the
761 Virginia Department of Transportation (VDOT), for the widening and improving of
762 Old Osborne Turnpike (State Route 5), in conjunction with the Village of Rocketts
763 Landing Phase 3, Block 18, prior to the approval of final construction plans for the
764 Village of Rocketts Landing Phase 4, Block 19. The Developer shall coordinate plan
765 review with VDOT, and provide evidence that their requirements are satisfied.
- 766 47. Drainage easements for Old Osborne Turnpike (State Route 5) shall be dedicated
767 to VDOT and not to Henrico County.
- 768 48. Standard County street extension signs shall be posted at the improved end of any
769 street shown to be extended on the Village of Rocketts Landing UMU Master Plan.
- 770 49. A cut and fill grading plan for the 100-year flood plain satisfying the requirements of
771 Section 24-95(u)(1) must be approved by the Director of Public Works and FEMA
772 as applicable, prior to approval of the construction plan for the Village of Rocketts
773 Landing Phase 4, Block 19.
- 774 50. A construction plan for the Village of Rocketts Landing Phase 3 shall be approved
775 prior to the approval of final construction plans for the Village of Rocketts Landing
776 Phase 4 Block 19.

- 777 51. A streetscape plan for the Village of Rocketts Landing Phases 3 & 4 shall be
 778 submitted for review and approval by the Department of Planning, prior to the
 779 approval of construction plans for the Village of Rocketts Landing, Phase 4 Block
 780 19, unless otherwise approved by the Director of Planning. The plan shall provide
 781 a minimum streetscape width of 8-feet from back of curb to the face of building.
- 782 52. All required site improvements and streetscape improvements including
 783 landscaping, and lighting for the Village of Rocketts Landing Phases 3 and 4 must
 784 be completed prior to the issuance of any Certificate of Occupancy in the Village of
 785 Rocketts Landing Phase 4, Block 19, unless otherwise approved by the Director of
 786 Planning. The Director of Planning may defer all or part of the required landscape,
 787 lighting or streetscape improvements for which a performance bond has been
 788 posted.
- 789 53. An updated UMU Master Plan for Land Bays 4B and 5 must be submitted to the
 790 Planning Department for review and approval prior to approval of the final
 791 construction plan. The UMU Master Plan must identify buildings, commercial area
 792 in square feet per building, residential unit type (condo, RTH, apartment), number
 793 of residential units and residential area in square feet per building, open space,
 794 parking required and provided for residential and commercial uses by building, area
 795 and density calculations for multi-family and townhouse units. The UMU Master
 796 Plan must show satisfaction of UMU open space and commercial development ratio
 797 requirements.
- 798 54. Architectural plans for the proposed townhouses including all four sides of each
 799 building and a materials sample board in accordance with the Village of Rockets
 800 Landing Design Manual must be submitted for Planning Director review and
 801 approval prior to approval of Building Permits.

802
 803 Mr. Emerson - Mr. Chairman, we now move on to page 27 of your regular
 804 agenda for POD2015-00542, Balzer and Associates Incorporated for Laburnum Partners,
 805 LLC and HMP Properties. The staff report will be presented by Mr. Matt Ward.

806
 807 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

808
 POD2015-00542
 Goodwill at Ashley
 Furniture Station - 3931
 Gay Avenue

Balzer and Associates, Inc. for Laburnum Partners, LLC and HMP Properties: 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 one-story 17,287 square foot retail store with donation drive-through facilities on an outparcel in an existing shopping center. The 2.095-acre site is located on the south line of Gay Avenue, approximately 520 feet west of S. Laburnum Avenue, on parcel 813-717-7155. The zoning is B-2C, Business District (Conditional) and ASO, Airport Safety Overlay District. County water and sewer. (Varina)

809
 810 Mr. Archer - Good morning, Mr. Ward.
 811

812 Mr. Ward - Good morning.
813
814 Mr. Archer - Is there anyone here who is opposed to POD2015-00542,
815 Goodwill at Ashley Furniture Station? I see no one. Mr. Ward.
816
817 Mr. Ward - The applicant is requesting to construct a one-story retail store
818 with the drive-through donation facility, and that's the part here that you see on the screen.
819 It'll total approximately 17,287 square feet. And also with this plan of development and
820 building plans, the lighting plan is part of the approval.
821
822 Interior sidewalk connection has been provided to connect to the public sidewalk on Gay
823 Avenue. Also, the 35-foot transitional buffer that you see, that's in existence today, along
824 with the 6-foot vinyl fence that's part of the original proffers will remain in place.
825
826 The elevations submitted by the applicant with the POD are consistent with the established
827 theme of the existing shopping center. You have a mixture of building materials shown
828 here on the architectural plans, which includes a gray and light beige CMU wall and some
829 smooth EIFS that is gray, and wall bands that are basically trimmed with white mortar.
830
831 Your lighting plan will show four building wall-mounted packs that are full cutoff LED
832 fixtures. Four lights are mounted under the donation canopy, and then twelve light poles
833 are scattered throughout the parking lot at a twenty-foot-tall maximum to also coincide with
834 the proffers. This creates three average footcandles throughout the paved areas that you
835 see.
836
837 At this time, the site plan, lighting plan, and architectural renderings do comply with the
838 proffers associated with zoning case C-51C-06, and staff can recommend approval based
839 on the annotations on the plans, standards conditions for developments of this type, and
840 the following conditions 11B for the lighting plan and then additional conditions 29 through
841 36.
842
843 This does conclude my presentation. I'm happy to answer any questions the Commission
844 may have of me. We do have Aaron Breed, engineer with Balzer and Associates, as well
845 Ed Mack with Goodwill, should you have any questions of them.
846
847 Mr. Archer - Thank you, Mr. Ward. Are there questions for Mr. Ward from
848 the Commission?
849
850 Mr. Leabough - I believe Ms. Jones has a question.
851
852 Mr. Archer - Ms. Jones.
853
854 Ms. Jones - Of course she does. I just wanted to understand. Did the
855 applicant agree to match the lighting fixtures to those existing at the shopping center?
856

857 Mr. Ward - They have agreed to match the color, which is a white—it looks
858 like a beige color, the light poles as well as the fixture type and the light source. But it's
859 hard to get the shoebox fixture—this is an '07 shopping center—to match that. Staff felt
860 with the store being in the back of the shopping center that it's going to be okay. It's
861 compatible as long it's a shoebox-type fixture. Plus some of the lights that you see here
862 that are kind of in the back are existing. So more or less, they have some on their site that
863 are part of the existing shopping center and part of the new.

864
865 Ms. Jones - The reason I was asking was because as we get into additions
866 or changes to already existing areas, it's not going to be really possible to come through
867 in all cases with something that's exactly the same. But we just have to make sure that it's
868 aesthetically pleasing.

869
870 I had just a corollary question, and it really has nothing to do with planning and land use
871 or these approvals. It's about the Goodwill drive-through. Is that manned?

872
873 Mr. Ward - Ed Mack might be best to answer that. I do know that some of
874 their donation sites throughout the County have people there manning those. With the
875 store, he could probably answer that better.

876
877 Ms. Jones - As we conclude our discussion, I'd like to hear more about that
878 operation, just so I'm educated.

879
880 Mr. Leabough - I have a similar question written right here. That can become
881 problematic.

882
883 Mr. Ward - We do have that condition if the drive-through were to back up
884 – I do know at holiday times he said they were busy. And he even worked some of the
885 stores—I think the one in Short Pump—to handle the extra folks coming in and out.

886
887 Mr. Leabough - My concern really relates to after-hours donations, which
888 people typically just dump stuff in the parking lot. So my question really revolves around
889 how is that handled from an operations standpoint.

890
891 Mr. Ward - Right. I'm sure Ed Mack could answer that question for you.
892 Thanks.

893
894 Mr. Leabough - Thank you.

895
896 Mr. Archer - Thank you, Mr. Ward. State your name for the record, if you
897 would please, sir.

898
899 Mr. Mack - Good morning. Ed Mack with Goodwill. At all of our new sites
900 at the donation drive-through, we have a bell. So when you drive over the air hose, a bell
901 goes off inside. We always have a full-time donation attendant. They may be sorting
902 something fifteen feet away, but when they hear the bell go off, they come out. It's really

903 just all about convenience. We don't want you to have to get out of your car if you don't
904 want to. You can pop the trunk, and they'll pull the donation out, and you drive on your
905 way. We have folks there from eight in the morning until a little after nine o'clock at night.
906 Can I say that no one ever comes at midnight and drops off some donations? No one can
907 stop that. But if we do have a site that becomes problematic with late-night donations and
908 things like that, we do have a truck that drives around at night picking up donations. But
909 really, those are more for when we have the trailers in the Martin's parking lots. That's
910 more out in the open than at our drop-off. If it becomes problematic, we can put a donation
911 box by the drop-off for after-hours donations as well. We do take it seriously. We do
912 recognize that. If it becomes an issue, we want, of course, to be good neighbors and
913 address it.

914
915 Mr. Archer - Anything further?

916
917 Mr. Leabough - Do you all have cameras or any signage that addresses that
918 as well?

919
920 Mr. Mack - We do. We often joke that our cameras are nicer than in most
921 banks. We have views of the entire outside of the building, multiple cameras inside. We
922 have cameras at the donation drop-off. And we do have signage that states no donating
923 after hours, you can't pick up stuff. If someone dropped it after hours, it belongs to
924 Goodwill; you can't take it. But to answer your question, we have cameras everywhere,
925 probably more than we need.

926
927 Mr. Leabough - And signage as well.

928
929 Mr. Mack - And signage as well, yes.

930
931 Ms. Jones - As far as receipts for donation, the employee on hand will do
932 that, obviously, for working hours. But there is no receipt process of any kind for late-night
933 donations or anything like that. That would be a deterrent, I would guess, if someone wants
934 credit for their donation.

935
936 Mr. Mack - Sure. On our donation boxes, we have one of those—kind of
937 the barcode things that you can, with the app on your phone, take a picture of that, and it'll
938 generate a receipt for you. This is where we have donation boxes. But at a store, no, you
939 wouldn't be able to get one if you dropped it in the middle of the night.

940
941 Ms. Jones - It's a worthy cause. I certainly don't want to put roadblocks in
942 the way of a steady stream of donations. But I think Mr. Leabough's concerns certainly are
943 for the aesthetics of the operation.

944
945 Mr. Mack - Sure, and it's a valid concern. All of our product comes in
946 through that donation door. We don't call some factory or warehouse somewhere and have
947 material brought in. It's all donated to that site. So we take that very seriously. And like I
948 said, we strive to be good neighbors. We spend a lot of money—this is a build-to-suit, but

949 if we were buying it, we spend a lot of money to buy it, to build it. We really try to be green
950 and use state-of-the-art materials and technology. We understand that there can be a
951 misconception or a perception about what a secondhand store is and how it's operated.
952 We try to be as far from that as possible. We do take being a good neighbor very seriously.
953

954 Mr. Leabough - Great. I have no further questions.

955
956 Mr. Archer - All right. Anyone else have questions? Go ahead, Mr. Witte.
957

958 Mr. Witte - I just have a comment. I will say that the two that I'm familiar
959 with—the one across from Westland Shopping Center and the one out in Goochland—are
960 very well kept, very clean. I go by there frequently to drop off things from myself and
961 neighbors. I've never had to wait for assistance when I drive up; there's somebody always
962 right at the door at both of those. I'm very impressed with those two, and I hope this one
963 works out just as well.
964

965 Mr. Mack - Thank you for donating. Any other questions for me?

966
967 Mr. Archer - Any other questions? Any questions for Mr. Ward? All right.
968 Thank you, sir.
969

970 Mr. Mack - Thank you.
971

972 Mr. Leabough - Thank you for that explanation. With that, Mr. Chair, if there are
973 no other questions, I move that POD2015-00542, Goodwill at Ashley Furniture Station, be
974 approved subject to standard conditions for developments of this type, annotations on the
975 plans, and the additional conditions noted in the agenda—11B and 29 through 36.
976

977 Ms. Jones - Second.
978

979 Mr. Archer - Okay. Motion by Mr. Leabough, second by Ms. Jones. All in
980 favor say aye. All opposed say no. The ayes have it; the motion passes.
981

982 The Planning Commission approved POD2015-00542, Goodwill at Ashley Furniture
983 Station, subject to the annotations on the plans, the standard conditions attached to these
984 minutes for developments of this type, and the following additional conditions:
985

986 11B. Prior to the approval of an electrical permit application and installation of the site
987 lighting equipment, a plan including light spread and intensity diagrams, and fixture
988 specifications and mounting heights details shall be revised as annotated on the
989 staff plan and included with the construction plans for final signature.

990 29. Only retail business establishments permitted in a B-2 zone may be located in this
991 center.

992 30. The ground area covered by all the buildings shall not exceed in the aggregate 25
993 percent of the total site area.

- 994 31. No merchandise shall be displayed or stored outside of the building(s) or on
 995 sidewalk(s).
 996 32. Outside storage shall not be permitted.
 997 33. The proffers approved as a part of zoning case C-51C-06 shall be incorporated in
 998 this approval.
 999 34. In the event of any traffic backup which blocks the public right-of-way as a result of
 1000 congestion caused by the drive-through facilities, the owner/occupant shall close
 1001 the drive-through facilities until a solution can be designed to prevent traffic backup.
 1002 35. Evidence of a joint ingress/egress and maintenance agreement must be submitted
 1003 to the Department of Planning and approved prior to issuance of a certificate of
 1004 occupancy for this development.
 1005 36. The location of all existing and proposed utility and mechanical equipment
 1006 (including HVAC units, electric meters, junctions and accessory boxes,
 1007 transformers, and generators) shall be identified on the landscape plan. All building
 1008 mounted equipment shall be painted to match the building, and all equipment shall
 1009 be screened by such measures as determined appropriate by the Director of
 1010 Planning or the Planning Commission at the time of plan approval.

1011
 1012 Mr. Emerson - Mr. Chairman, we now move on to page 29 of your agenda and
 1013 page 2 of your amended agenda for POD2015-00521, Bay Companies Incorporated for
 1014 Robert L. And G. H. Lloyd Trust, KCA Bedford LLC and Attack Properties Incorporated.
 1015 The staff report will be presented by Mr. Greg Garrison.
 1016

1017 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**
 1018

POD2015-00521
 Bedford Falls at Hickory
 Grove Section 2 - 11200
 New Wade Lane

Bay Companies, Inc. for Robert L. & G. H. Lloyd Trust, KCA Bedford, LLC and Attack Properties, Inc.: 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 42 townhouse units for sale. The 4.96-acre site is located on the northwest corner of the intersection of Nuckols Road and New Wade Lane, on parcel 747-770-4264 and part of parcel 747-770-3699. The zoning is RTHC, Resideritial Townhouse District (Conditional). County water and sewer. **(Three Chopt)**

1019
 1020 Mr. Archer - Good morning, Mr. Garrison.
 1021

1022 Mr. Garrison - Good morning.
 1023

1024 Mr. Archer - Okay. Is there anyone here who is opposed to POD2015-
 1025 00521, Bedford Falls at Hickory Grove Section 2? I see no opposition. Go ahead,
 1026 Mr. Garrison.
 1027

1028 Mr. Garrison - All right. This is a request to construct forty-two townhouse
 1029 units for sale south of section 1, which was approved June 25, 2014. The layout and

1030 elevations submitted match the proffered exhibits with REZ2015-00026 and are consistent
1031 with what was previously approved with section 1.

1032

1033 Included in your addendum is a conceptual landscape plan for the area adjacent to New
1034 Wade Lane, which demonstrates the applicant's intention to provide adequate plant
1035 material in this area to suppress traffic noise. Additionally, a lighting plan for this site is
1036 included, which provides twelve-foot tall ornamental LED lights in the parking areas.

1037

1038 The staff can now recommend approval subject to the annotations on the plans, standard
1039 conditions for developments of this type, added conditions 11B and 29 through 38 with the
1040 deletion of condition #33. Staff and representatives are available to answer any questions
1041 that you may have.

1042

1043 Mr. Archer - All right. Are there questions for Mr. Garrison from the
1044 Commission? None? All right, Mrs. Marshall, would you like to hear from the applicant?

1045

1046 Mrs. Marshall - No. I've talked with Mr. Theobald about this and we're good.

1047

1048 Mr. Archer - Okay. All right, then we're ready for a motion.

1049

1050 Mrs. Marshall - I move POD2015-00521, Bedford Falls at Hickory Grove
1051 Section 2, with a lighting plan, be approved subject to the annotations on the plans, the
1052 standard conditions for developments of this type, and additional conditions 11B and 29
1053 through 38 in agenda, with the deletion of condition #33, and the added lighting plan on
1054 the addendum.

1055

1056 Ms. Jones - Second.

1057

1058 Mr. Archer - All right. Motion by Mrs. Marshall and seconded by Ms. Jones.
1059 All in favor say aye. All opposed say no. The ayes have it; the motion passes.

1060

1061 The Planning Commission approved the plan of development and lighting plan for
1062 POD2015-00521, Bedford Falls at Hickory Grove Section 2, subject to the annotations on
1063 the plans, the standard conditions attached to these minutes for developments of this type,
1064 and the following additional conditions:

1065

1066 11B. Prior to the approval of an electrical permit application and installation of the site
1067 lighting equipment, a plan including light spread and intensity diagrams, and fixture
1068 specifications and mounting heights details shall be revised as annotated on the
1069 staff plan and included with the construction plans for final signature.

1070 29. The unit house numbers shall be visible from the parking areas and drives.

1071 30. The names of streets, drives, courts and parking areas shall be approved by the
1072 Richmond Regional Planning District Commission and such names shall be
1073 included on the construction plans prior to their approval. The standard street name
1074 signs shall be installed prior to any occupancy permit approval.

- 1075 31. Prior to issuance of a certificate of occupancy for any building in this development,
1076 the engineer of record shall certify that the site has been graded in accordance with
1077 the approved grading plans.
- 1078 32. The subdivision plat for Bedford Falls at Hickory Grove Section 2 shall be recorded
1079 before any building permits are issued.
- 1080 33. ~~DELETED. A concrete sidewalk meeting County standards shall be provided along~~
1081 ~~the west side of Nuckols Road.~~
- 1082 34. The proffers approved as a part of zoning case REZ2014-00010 and REZ2015-
1083 00026 shall be incorporated in this approval.
- 1084 35. The pavement shall be of an SM-2A type and shall be constructed in accordance
1085 with County standard and specifications. The developer shall post a defect bond for
1086 all pavement with the Department of Planning - the exact type, amount and
1087 implementation shall be determined by the Director of Planning, to protect the
1088 interest of the members of the Homeowners Association. The defect bond shall
1089 remain in effect for a period of three years from the date of the issuance of the final
1090 occupancy permit. Prior to the issuance of the last Certificate of Occupancy, a
1091 professional engineer must certify that the roads have been designed and
1092 constructed in accordance with County standards.
- 1093 36. The owners shall not begin clearing of the site until the following conditions have
1094 been met:
- 1095 (a) The site engineer shall conspicuously illustrate on the plan of development
1096 or subdivision construction plan and the Erosion and Sediment Control Plan,
1097 the limits of the areas to be cleared and the methods of protecting the
1098 required buffer areas. The location of utility lines, drainage structures and
1099 easements shall be shown.
- 1100 (b) After the Erosion and Sediment Control Plan has been approved but prior to
1101 any clearing or grading operations of the site, the owner shall have the limits
1102 of clearing delineated with approved methods such as flagging, silt fencing
1103 or temporary fencing.
- 1104 (c) The site engineer shall certify in writing to the owner that the limits of clearing
1105 have been staked in accordance with the approved plans. A copy of this
1106 letter shall be sent to the Department of Planning and the Department of
1107 Public Works.
- 1108 (d) The owner shall be responsible for the protection of the buffer areas and for
1109 replanting and/or supplemental planting and other necessary improvements
1110 to the buffer as may be appropriate or required to correct problems. The
1111 details shall be included on the landscape plans for approval.
- 1112 37. Evidence of a joint ingress/egress and maintenance agreement must be submitted
1113 to the Department of Planning and approved prior to issuance of a certificate of
1114 occupancy for this development.
- 1115 38. The location of all existing and proposed utility and mechanical equipment
1116 (including HVAC units, electric meters, junction and accessory boxes, transformers,
1117 and generators) shall be identified on the landscape plans. All equipment shall be
1118 screened by such measures as determined appropriate by the Director of Planning
1119 or the Planning Commission at the time of plan approval.
- 1120

1121 Mr. Emerson - Mr. Chair, we now move to page 31 of your agenda and page
1122 3 of your amended agenda for POD2015-00527, Bay Companies Incorporated for JSC
1123 Family, LLC, NNL Family, LLC, Johns S. and Nick B. Cametas, and Eagle Construction of
1124 Virginia, LLC. The staff report will be presented by Ms. Aimee Crady.

1125
1126
1127

PLAN OF DEVELOPMENT

POD2015-00527
Church Road Glen - 3000
Crown Grant Road

Bay Companies, Inc. for JSC Family, LLC, NNL Family, LLC John S. and Nick B. Cametas, and Eagle Construction of VA, LLC: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 21 detached dwellings for sale with zero lot lines. The 6.37-acre site is located on the east line of Crown Grant Road, approximately 650 feet south of Church Road, on parcels 743-755-8828, 743-755-9773, and 743-755-9852. The zoning is R-5AC, General Residential District (Conditional). County water and sewer. **(Three Chopt)**

1128

1129 Mr. Archer - All right, Ms. Crady again. Is there anyone here opposed to
1130 POD2015-00527, Church Road Glen? I see no opposition. Ms. Crady.

1131

1132 Ms. Crady - Good morning. A revised layout was provided in your handout
1133 addendum on page 3 with this revised plan. The change is very subtle in that the south
1134 cul-de-sac here where lots 14 through 17 abut the street now provides fifty-three feet of
1135 right-of-way dedication. This is in compliance with Public Works' new standards. So that
1136 was a last-minute revision. The applicant has demonstrated that the lots still meet all
1137 minimum code and proffered requirements on the affected lots adjacent.

1138

1139 The proposed plan is also consistent with the proffered conceptual layout as was approved
1140 just recently with the October 2015 zoning case for the site. The twenty-one lots are
1141 proposed with five fronting along Crown Grant Road with landscaping equivalent to a ten-
1142 foot transitional buffer to be provided along Crown Grant here, exclusive of driveways, of
1143 course. And that will enhance that streetscape. The landscape plan is not part of this
1144 approval, but a conceptual landscape plan was provided in your agenda for reference.

1145

1146 A temporary cul-de-sac here to the north is provided in contemplation of future
1147 development of those parcels. And the on-site cemetery in this lower corner here of the
1148 site will be preserved and maintained by the HOA.

1149

1150 The elevations that were provided in your agenda are in keeping with the proffered
1151 conditions in style and finished floor area. These units will range between 2,550 square
1152 feet and 4900 square feet exclusive of garages, and some may include a basement.

1153

1154 Looking at condition #37 in your agenda, this reinforces a proffered requirement to provide
1155 a cross-access and maintenance agreement for this existing driveway to serve the Moss

1156 parcel to the south of the development. Staff put that condition in there to make it more
1157 finite that it will be provided prior to construction plan approval for plans that would affect
1158 lots 21 and 20 here.

1159
1160 Staff was contacted by multiple parties during the review period and we spoke on the
1161 phone. No actual opposition was voiced, but many questions, some related to drainage.
1162 Generally, the site will drain towards the proposed roadways and then into the existing
1163 storm system.

1164
1165 With that, staff recommends approval subject to the annotations on the plan and standard
1166 conditions for developments of this type, as well as conditions 29 through 37 in the agenda
1167 and the revised plan in the addendum.

1168
1169 Dan Caskie with Bay Companies is here representing the applicant. And Mark Kukoski
1170 and Kate Cooper with Eagle represent the developer. I'm happy to answer any questions
1171 the Commission may have of me.

1172
1173 Mr. Archer - Thank you, Ms. Crady. Are there questions for Ms. Crady?

1174
1175 Mrs. Marshall - I don't have a question, but I have something I'd love to say. I
1176 have gone with Mr. Branin to a neighborhood meeting, and I'm happy to see all of the
1177 things that were addressed and all the work that you guys have put into to make it
1178 amenable for everybody. Great job.

1179
1180 Ms. Crady - We can thank the applicant as well for that.

1181
1182 Mr. Archer - Any other questions or comments for Ms. Crady? All right. Do
1183 we need to hear from Mr. Caskie and his group? We don't? Great. All right, Mr. Caskie, sit
1184 easy. All right. I suppose we're ready for a motion.

1185
1186 Mrs. Marshall - I move POD2015-00527, Church Road Glen, be approved
1187 subject to the annotations on the plan, standard conditions for developments of this type,
1188 additional conditions 29 through 37 in the agenda, including the revised plan in the
1189 addendum.

1190
1191 Ms. Jones - Second.

1192
1193 Mr. Archer - Motion by Mrs. Marshall, seconded by Ms. Jones. All in favor
1194 say aye. All opposed say no. The ayes have it; the motion passes.

1195
1196 The Planning Commission approved POD2015-00527, Church Road Glen, subject to the
1197 annotations on the plans, the standard conditions attached to these minutes for
1198 developments of this type, and the following additional conditions:

1199
1200 29. Roof edge ornamental features that extend over the zero lot line, and which are
1201 permitted by Section 24-95(i)(1), must be authorized in the covenants.

- 1202 30. Eight-foot easements for construction, drainage, and maintenance access for
 1203 abutting lots shall be provided and shown on the POD plans.
- 1204 31. Building permit request for individual dwellings shall each include two (2) copies of
 1205 a layout plan sheet as approved with the plan of development. The developer may
 1206 utilize alternate building types providing that each may be located within the building
 1207 footprint shown on the approved plan. Any deviation in building footprint or
 1208 infrastructure shall require submission and approval of an administrative site plan.
- 1209 32. Windows on the zero lot line side of the dwelling can only be approved with an
 1210 exception granted by the Building Official and the Director of Planning during the
 1211 building permit application process.
- 1212 33. The mechanical equipment for each building shall be located on its respective lot.
 1213 Except for wall-mounted electric meters, in no case shall the eight-foot easement
 1214 for construction, drainage, and maintenance access on the abutting lot be used to
 1215 locate other mechanical equipment (such as HVAC equipment, generators, and the
 1216 like) for the subject lot.
- 1217 34. The subdivision plat for Church Road Glen shall be recorded before any building
 1218 permits are issued.
- 1219 35. The proffers approved as a part of zoning case REZ2015-00008 shall be
 1220 incorporated in this approval.
- 1221 36. Approval of the construction plans by the Department of Public Works does not
 1222 establish the curb and gutter elevations along the Henrico County maintained right-
 1223 of-way. The elevations will be set by Henrico County.
- 1224 37. Evidence of a recorded access and maintenance agreement to serve parcel 743-
 1225 755-6634 must be submitted to the Department of Planning prior to final
 1226 construction plan approval for the development containing Lots 20 and 21 as shown
 1227 on the staff plan.

1228
 1229 Mr. Emerson - Mr. Chairman, we now move to page 33 of your agenda for
 1230 SUB2015-00176, Bay Companies Incorporated for Forrest G. Urban and Duke
 1231 Development LLC. The staff report will be presented by Mr. Matt Ward.

1232
 1233 **SUBDIVISION**

1234
 SUB2015-00176
 Alden Parke (December
 2015 Plan) – 11661 New
 Wade Lane

**Bay Companies, Inc. for Forrest G. Urban and Duke
 Development, LLC:** The 32.33-acre site proposed for 59
 single-family lots is located between the south line of New
 Wade Lane, the eastern terminus of Parkland Drive, and the
 on-ramp to Interstate 295 North, approximately 1,415 feet
 from Nuckols Road to the east and approximately 230 feet
 from Hickory Bend Drive to the west, on parcels 746-768-
 7550, 746-769-6058, 746-769-7196, 746-769-7205, 746-
 769-8993, and 747-769-1255. The zoning is R-3C, One-
 Family Residential District (Conditional). County water and
 sewer. **(Three Chopt) 59 Lots**

1235

1236 Mr. Archer - Thank you, Mr. Secretary. Is there anyone present who is
1237 opposed to SUB2015-00176, Alden Parke (December 2015 Plan)? No opposition
1238 Mr. Ward again.

1239
1240 Mr. Ward - Good morning again. This proposed subdivision layout
1241 provides fifty-nine lots for a single-family development. Each minimum house size shall be
1242 2500 square feet of finished floor area and be accompanied by an attached two-car
1243 garage, except the lots here that are described as 1 through 4 in block A. They may either
1244 have an attached two-car or a detached two-car garage.

1245
1246 A standard County sidewalk will be provided along both sides of Parkland Drive, to takeout
1247 to New Wade Lane, and also between New Wade Lane and Parkland Drive. You will have
1248 a sidewalk here along Alden Parke Drive along this whole western side, all the way down
1249 to the asphalt trail, which will be continued along the southern boundary of the subdivision
1250 to provide connectivity to the neighborhood and to a common area and some amenities.

1251
1252 Dwellings—which you won't see elevations on this because those will be looked at during
1253 building permit processing—will consist of high-quality architectural standards. Building
1254 materials will include brick and stone, which have been proffered. Those are associated
1255 with zoning case REZ2015-00022. Additional community features include street trees for
1256 each lot, foundation plantings, entrance features, sod and irrigation for each of the fifty-
1257 nine lots, and then required tree save areas throughout the subdivision.

1258
1259 At a later date, staff will review and amend the landscape plan that's covered in condition
1260 21 of the report. And that'll be provided to ensure that the proffered amenities and the
1261 entrance features and landscaping, tot lot areas, things like that are in compliance with the
1262 zoning case.

1263
1264 At this time, staff can recommend approval of the plan subject to the annotations that you
1265 see, the standard conditions for subdivisions served by public utilities, and the following
1266 conditions 13 through 21.

1267
1268 That concludes my presentation at this time. We do have Dan Caskie, the engineer with
1269 Bay Companies, as well as George Duke here, the applicant, if you have any questions.

1270
1271 Mr. Archer - Thank you, Mr. Ward. Are there questions?

1272
1273 Mrs. Marshall - Yes, a question about #20.

1274
1275 Mr. Ward - The cemetery?

1276
1277 Mrs. Marshall - Yes, the cemetery. Can we hear from them as far as how the
1278 movement of that is going to take place?

1279
1280 Mr. Ward - Yes. I think that would be good. They've definitely started the
1281 groundwork on that and the paperwork, but I don't know where they are in the process.

1282
1283 Mr. Archer - Okay. State your name for the record, please, sir. Good
1284 morning.
1285
1286 Mr. Duke - Good morning, Commissioners. My name is Brian Duke. I'm
1287 sorry, George Brian Duke, the applicant. We have started the process of advertising for
1288 the relocation of the gravesite. We've hired an archeologist to do that process. He has
1289 reached out to family members and so forth, and I think there is someone that is a family
1290 historian kind of representing the Wade family. As I understand it, they are not opposing
1291 the relocation, but we have not determined where the family would like to relocate the
1292 graves.
1293
1294 Mr. Archer - All right. Any other questions? Mrs. Marshall, would you like to
1295 hear from anyone else?
1296
1297 Mrs. Marshall - No thank you.
1298
1299 Mr. Archer - All right. Then we are ready.
1300
1301 Mrs. Marshall: I move SUB2015-00176, Alden Parke (December 2015 Plan),
1302 be approved subject to the annotations on the plans, the standard conditions for
1303 subdivisions served by public utilities, and additional conditions 13 through 21 in the
1304 agenda.
1305
1306 Mr. Leabough - Second.
1307
1308 Mr. Archer - All right. Motion by Mrs. Marshall and seconded by
1309 Mr. Leabough. All in favor say aye. All opposed say no. The ayes have it; the motion
1310 passes.
1311
1312 The Planning Commission granted conditional approval to SUB2015-00176, Alden Parke
1313 (December 2015 Plan), subject to the standard conditions attached to these minutes for
1314 subdivisions served by public utilities, the annotations on the plans, and the following
1315 additional conditions:
1316
1317 13. The limits and elevation of the Special Flood Hazard Area shall be conspicuously
1318 noted on the plat and construction plans and labeled "Limits of Special Flood
1319 Hazard Area." Dedicate the Special Flood Hazard Area as a "Variable Width
1320 Drainage & Utilities Easement."
1321 14. Each lot shall contain at least 11,000 sq. ft., exclusive of the floodplain areas.
1322 15. Prior to requesting the final approval, a draft of the covenants and deed restrictions
1323 for the maintenance of the common area by a homeowners association shall be
1324 submitted to the Department of Planning for review. Such covenants and
1325 restrictions shall be in a form and substance satisfactory to the County Attorney and
1326 shall be recorded prior to recordation of the subdivision plat.

- 1327 16. Prior to requesting construction plan approval, the developer must furnish a letter
 1328 from Dominion Virginia Power and Plantation Pipeline, stating that this proposed
 1329 development does not conflict with its facilities.
- 1330 17. The details for the landscaping to be provided within the median of Alden Parke
 1331 Circle and in Common Area shall be submitted to the Department of Planning for
 1332 review and approval prior to recordation of the plat.
- 1333 18. A County standard sidewalk shall be constructed along the north and south sides
 1334 of Parkland Drive, along the west and east sides of Alden Parke Drive between
 1335 New Wade Lane and Parkland Drive, and along the west side of Alden Parke Drive
 1336 south of Parkland Drive.
- 1337 19. The proffers approved as part of zoning case REZ2015-00022 shall be incorporated
 1338 in this approval.
- 1339 20. Evidence of Virginia Department of Historic Resources permit and Henrico County
 1340 court order of graveyard relocation shall be provided prior to recordation of the plat.
- 1341 21. An amenities plan providing proffered amenities and entrance features shall be
 1342 provided to the Department of Planning for review and approval prior to recordation
 1343 of the plat.
 1344

1345 Mr. Emerson - Mr. Chairman, the next item appears on page 35 of your
 1346 agenda, SUB2015-00195, Bay Companies Incorporated for Welford Properties LLC. The
 1347 staff report will be presented by Ms. Aimee Crady.
 1348

1349 **LANDSCAPE PLAN**

1350 SUB2015-00195
 Meredith Branch Estates
 Section 1 - 4940
 Francistown Road

Bay Companies, Inc. for Welford Properties, LLC:
 Request for approval of a landscape plan, as required by
 Chapter 24, Sections 24-106 and 24-106.2 of the Henrico
 County Code. The 14.48-acre site is located on the
 southwest corner at the intersection of Nuckols Road and
 Francistown Road, on parcel 759-765-0133. The zoning is
 R-3C, One-Family Residential District (Conditional). County
 water and sewer. **(Brookland)**

1351
 1352 Mr. Archer - Is there anyone here who is opposed to the landscape plan for
 1353 SUB2015-00195, Meredith Branch Estates Section 1? I see no opposition. Good morning,
 1354 Ms. Crady, again.
 1355

1356 Ms. Crady - Good morning. The proposed landscape plan in your agenda
 1357 is in keeping with the proffered conceptual landscape plan, as approved recently with the
 1358 July 2015 zoning case for this site. The 25-foot planting strip easements are to be provided
 1359 along both Nuckols and Francistown Roads to include the wrought iron fence that wraps
 1360 around twenty-feet toward the back along these sides. So that is also in keeping with the
 1361 proffered exhibits. The Nuckols Road planting strip easement here, as shown on the plan,
 1362 has quantified trees that are to be preserved and were recently surveyed. These will also
 1363 be supplemented with new plantings along here. They will again be verified in quantity and
 1364 health at the time of new certificates of occupancy for the homes located along this area.

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Each lot will contain two trees in the front yard as well as street trees along the street side of corner lots, as shown here. There is a maximum distance spacing requirement along the sides so it keeps a nice continuous streetscape. Every lot will contain a decorative light fixture. While the lighting plan is not subject to this approval, there is a decorative style post mounted fixture included in your plan for your information. All planting strip easements will be irrigated, and each lot will also include irrigation and sod.

Earlier today, one adjacent neighbor stopped in to look at the plans, and we discussed the area here. South of this cul-de-sac, there's a drainage easement, a utility line, and the common area that wraps the cul-de-sac. The adjacent neighbor lives here. She was concerned about general views. There has obviously been a lot of construction activity right adjacent to her lot due to the connection to these utilities. The applicant has looked at this and agreed to move some of this common area material into this corner here, so there's a triangular section that will accommodate a good amount of plantings. So we're going to be looking at that minor shift as we sign the plans. And I'll be following up with the adjacent neighbor as well as the applicant. And they've agreed to that.

With that, staff recommends approval subject to the annotation on the plan and standard conditions for landscape plans. Dan Caskie with Bay Companies is here representing the applicant, and I'm happy to answer any questions the Commission may have of me.

Mr. Archer - Thank you, Ms. Crady. Are there questions for Ms. Crady, comments?

Mr. Leabough - Just one quick question, Mr. Witte, if you don't mind. The cul-de-sac area, who is going to be responsible for maintaining those areas where it's not part of a lot?

Ms. Crady - There are actually multiple areas that are not part of lots. You have that common area here, this common area here, and then everything within this planting strip easement is common area. So there is a substantial amount that will be maintained by the homeowners' association, as well as the maintenance of this private access drive.

Mr. Leabough - Thank you.

Mr. Archer - Okay, anything further? No? Mr. Witte, would you like to hear from the applicant?

Mr. Witte - No, I don't think that's necessary.

Mr. Archer - All right.

Mr. Witte - There was no opposition and no other questions.

1411 Mr. Archer - You may proceed.

1412

1413 Mr. Witte - With that, Mr. Chairman, I move approval of the landscape plan
1414 for SUB2015-00195, Meredith Branch Estates Section 1, as presented, subject to the
1415 annotations on the plan and the standard conditions for landscape plans.

1416

1417 Ms. Jones - Second.

1418

1419 Mr. Archer - Motion by Mr. Witte and seconded by Ms. Jones. All in favor
1420 say aye. All opposed say no. The ayes have it; the motion passes.

1421

1422 The Planning Commission granted approval of the landscape plan for SUB2015-00195,
1423 Meredith Branch Estates Section 1, subject to the standard conditions for landscape plans.

1424

1425 Mr. Emerson - Mr. Chairman, we now move on to page 38 for SUB2015-
1426 00204, Jordan Engineering for George T. and Kathleen C. Duke and George Brian Duke.
1427 The staff report will be presented by Mr. Kevin Wilhite.

1428

1429 **FAMILY SUBDIVISION**

1430

SUB2015-00204
Duke Family Subdivision
(January 2016 Plan) –
11500 Mill Road

Jordan Engineering for George T. & Kathleen C. Duke and George Brian Duke: The 30.344-acre site proposed for a subdivision of 2 single-family homes is located along the north line of Mill Road, approximately 505 feet east of its intersection with Chickahominy Branch Drive, on parcel 767-777-4731. The zoning is A-1, Agricultural District and R-2, One Family Residence District. Individual well and on-site sewage disposal system. **(Brookland) 2 Lots**

1431

1432 Mr. Archer - All right, thank you. Is there anyone here who is opposed to
1433 SUB2015-00204, Duke Family Subdivision (January 2016 Plan)? No opposition. Good
1434 morning, Mr. Wilhite.

1435

1436 Mr. Wilhite - Good morning, Mr. Chairman. This proposal is the first request
1437 for a family subdivision that's gone to the Planning Commission. This is a process that was
1438 created back in 2011. This would be the creation of a lot by the mother and father for
1439 transfer to their son. Normally, it would be eligible for a free split of the property; however,
1440 the lot being created does not have public road frontage, which at least fifty feet is required
1441 to be on a public road. There is an existing street in the adjacent Chickahominy Branch
1442 subdivision that stubs to this property, which will provide access to this lot. However, the
1443 stub of a public street is not sufficient to meet the public street frontage requirements.

1444

1445 Because the public street does stub to the property, there will not be the need for the
1446 development and construction of a private access drive, which would normally be required.
1447 This lot being created is roughly a half a mile from Mill Road. An access drive would usually

1448 have to be constructed from Mill Road. However, it exceeds the 1,000-foot limit under the
1449 family subdivision and is not necessary because they can access the adjacent stub street.

1450

1451 Because this is going through a family subdivision, there is a restriction that's placed on
1452 the new lot. It cannot be transferred outside the immediate family for a period of five years.
1453 There is an existing dwelling on Mill Road that was built in the 1940s. It is served by an
1454 individual well and septic tank drain field. The new lot will be served by well and septic as
1455 well. There are no public utilities within 300 feet of the site. The applicant would be
1456 dedicating 2-1/2 feet of right of way on Mill Road, and a 40-foot utility easement at the
1457 back. There is a pump station in the adjacent subdivision that is constructed. And the land
1458 there is where the County will build a future pumping station. So the 40-foot utility
1459 easement being dedicated would serve that pump station.

1460

1461 Staff recommends approval of this family subdivision based on the conditions of individual
1462 wells and septic tank lots, plus the additional conditions that appear on your agenda. I'd
1463 be happy to answer any questions that you have. Members of the Duke family are here as
1464 well if you have any questions of them.

1465

1466 Mr. Archer - All right. Thank you, Mr. Wilhite. Questions for Mr. Wilhite?

1467

1468 Mr. Witte - I have one. If we're speaking of the same easement, can you
1469 show me where that 40-foot easement is?

1470

1471 Mr. Wilhite - The easement does not show up on this plat. It will be roughly
1472 in this area. There is an existing easement that lines up along the property line, and they
1473 will be extending across their property.

1474

1475 Mr. Witte - Okay.

1476

1477 Mr. Wilhite - The applicant has agreed to provide that easement.

1478

1479 Mr. Witte - Okay. Thank you. I have another question. On the back part
1480 opposite Wood Brook Court, it appears there's a 30-foot access to the back property.

1481

1482 Mr. Wilhite - Yes. As you can see, this was a long narrow strip. It's roughly
1483 about 5,000 feet from Mill Road to the Chickahominy River. They want to retain access to
1484 the rear of the property for the existing dwelling, so they are leaving that 30-foot strip in
1485 order to access the rear parcel.

1486

1487 Mr. Witte - Is that 30-foot strip enough to use as a means of access to
1488 another dwelling or property down there?

1489

1490 Mr. Wilhite - Potentially, they would be able to do that. However, it was
1491 discussed with the applicant about the potential to use the back portion of the parcel for
1492 further development. Because of the topography and other environmental features, it's not
1493 likely that the rear of the property is going to be developed. It is between two existing

1494 platted subdivisions. It's only approximately 275 feet wide at that location. Now the
1495 applicant does own a couple parcels along Mill Road, and the potential for future
1496 development is there along Mill on the southern half of the property. But the rear of the
1497 property potentially could have some additional splits; but at this point they don't
1498 contemplate that occurring.

1499
1500 Mr. Witte - Okay. But that thirty feet is acceptable—

1501
1502 Mr. Wilhite - Not for a public road, but for a private access driveway, yes.

1503
1504 Mr. Witte - Okay. Thank you.

1505
1506 Mr. Leabough - I have a quick question, not that I have any concerns related
1507 to this case. What type of security instruments will be put in place? I'm not as familiar with
1508 the family subdivision process that was adopted back in 2011. How will the County know
1509 if this property is transferred before that five-year period is up?

1510
1511 Mr. Wilhite - They will have to have a note on the subdivision plat that states
1512 that there is a five-year restriction. And they will also have to be part of the covenants that
1513 are recorded or a deed restriction; we're still working through that portion of it.

1514
1515 Mr. Leabough - So there is some security instrument that would trigger—

1516
1517 Mr. Wilhite - Yes. There will be some notice in the official documents.

1518
1519 Mr. Leabough - Great. Thank you, sir.

1520
1521 Mr. Archer - All right. Any further questions for Mr. Wilhite? Mr. Witte, you
1522 need to hear from the applicant?

1523
1524 Mr. Witte - Yes, I'd like to hear from the applicant just for a second.

1525
1526 Mr. Archer - Would the applicant please come down, state your name for
1527 the record.

1528
1529 Mr. Duke - My name is George Duke. Members of the Commission, can I
1530 answer your questions?

1531
1532 Mr. Witte - Thank you, Mr. Duke. I just want to verify that you have the
1533 understanding that Mr. Wilhite just passed on about that 30-foot easement. And you're
1534 comfortable with that.

1535
1536 Mr. Duke - Yes sir, I do fully understand that. It's not really a very
1537 developable parcel back there. But yes, I do understand that.

1538
1539 Mr. Witte - Okay, I have no further questions. Thank you.

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Mr. Duke - Thank you.

Mr. Archer - All right. Anyone else? All right, Mr. Witte, you may proceed.

Mr. Witte - All right. With that, Mr. Chairman, I move conditional approval of a conditional subdivision for SUB2015-00204, Duke Family Subdivision (January 2016 Plan), as presented, subject to the annotations on the plan, standard conditions for subdivisions not served by public utilities, additional conditions 12 a, b, and c, and 13 and 14, as shown on the agenda.

Mr. Archer - All right.

Ms. Jones - Second.

Mr. Archer - Motion by Mr. Witte, seconded by Ms. Jones. All in favor say aye. All opposed say no. The ayes have it; the motion passes.

The Planning Commission granted conditional approval to SUB2015-00204, Duke Family Subdivision (January 2016 Plan), subject to the standard conditions attached to these minutes for subdivisions not served by public utilities, the annotations on the plans, and the following additional conditions:

12. Lots on the plat marked with an asterisk or asterisks must be identified on the recordation plat with an asterisk. Add the following note(s) conspicuously to the plat under the heading Notes:
 - (a) Buildable Area Statement: (*) "Lots marked with * (single asterisk) have limitations for dwelling shape, size and location. For details refer to construction plans on file in the Department of Planning." (An asterisk is required on all "reverse corner lots.")
 - (b) Wetlands Statement: (**) "Lots marked with ** (double asterisks) may contain water and/or wetlands as determined at the time of recordation of the plat. Disturbance outside of designated water and wetland impact areas will require approval from the U.S. Army Corps of Engineers and/or the Virginia Department of Environmental Quality. Additional requirements may be imposed on these lots prior to the issuance of building permit. See construction plans on file in the Department of Planning for additional details."
 - (c) RPA or SPA Statement: (***) "Lots marked with *** (triple asterisks) contain RPA and/or SPA. These areas are to remain undisturbed and are to be protected from all construction or land disturbing activities. See construction plans on file in the Department of Planning for additional details."
13. The limits and elevation of the Special Flood Hazard Area shall be conspicuously noted on the plat and construction plans and labeled "Limits of Special Flood Hazard Area." Dedicate the Special Flood Hazard Area as a "Variable Width Drainage & Utilities Easement."

1586 14. The final plat for recordation shall contain information showing The Chesapeake
1587 Bay Preservation areas, if any, in accordance with Chapter 19, Section 19-72 (18),
1588 of the Henrico County Code, as determined by the Director of Public Works.
1589

1590 Mr. Emerson - Mr. Chairman, we now move on to page 40 for POD2015-
1591 00540, Vanasse Hangen Brustlin for Excel West Broad Marketplace LLC and NV Retail.
1592 The staff report will be presented by Mr. Greg Garrison.
1593

1594 **LANDSCAPE PLAN**
1595

POD2015-00540
Wegmans at West Broad
Marketplace, Phase 3 -
12300 West Broad Street
(U.S. Route 250)

**Vanasse Hangen Brustlin for Excel West Broad
Marketplace, LLC and NV Retail:** Request for approval of
a landscape plan, as required by Chapter 24, Sections 24-
106 and 24-106.2 of the Henrico County Code. The 13.7-
acre site is located in an existing shopping center on the
north line of West Broad Street (U.S. Route 250),
approximately 2,000 feet west of its intersection with N.
Gayton Road, on part of parcel 732-766-4043. The zoning
is B-3C, Business District (Conditional) and WBSO, West
Broad Street Overlay District. County water and sewer.
(Three Chopt)

1596
1597 Mr. Archer - Thank you, sir. Is there anyone present who is opposed to
1598 POD2015-00540, Wegmans at West Broad Marketplace, Phase 3? No opposition.
1599 Mr. Garrison.
1600

1601 Mr. Garrison - Good morning. The applicant is requesting approval of a
1602 landscape plan for Wegmans at West Broad Marketplace. The plan in your agenda
1603 addresses staff's review comments regarding larger plant material in north buffers right
1604 here along I-64; tree substitutions along the front drive aisle, which would be in this area
1605 right here; and additional trees in the parking islands.
1606

1607 Staff can recommend approval subject to the annotations on the plans and the standard
1608 conditions for landscape plans. Staff is available to answer any questions that you may
1609 have.
1610

1611 Mr. Archer - Thank you, sir. Is there anyone on the Commission who has
1612 questions for the available staff?
1613

1614 Ms. Jones - Again, just clarification so that we know. Your concerns have
1615 been addressed, the extra trees are there, and the—
1616

1617 Mr. Garrison - Yes.
1618

1619 Ms. Jones - —species are as you prefer?
1620

1621 Mr. Garrison - Yes. The applicant turned around the plan pretty quick
1622 addressing staff's comments.
1623
1624 Ms. Jones - Okay.
1625
1626 Mr. Garrison - And the plan that you're looking at now is good. It addresses
1627 all the comments.
1628
1629 Ms. Jones - It's good to go. Okay. Thank you.
1630
1631 Mr. Leabough - Is the applicant here?
1632
1633 Mr. Garrison - I believe yes.
1634
1635 Mrs. Marshall - I'd love to hear from the applicant.
1636
1637 Mr. Archer - You want to hear from the applicant, Mrs. Marshall?
1638
1639 Mrs. Marshall - Please.
1640
1641 Mr. Archer - Is the applicant here? Come down and state your name for the
1642 record, please.
1643
1644 Mr. Colavecchia - Bruno Colavecchia, Corvus Consulting, representing NV Retail
1645 and Jack Wegman.
1646
1647 Mr. Archer - Good morning, sir.
1648
1649 Mr. Colavecchia - Good morning.
1650
1651 Mrs. Marshall - A question about the materials as far as the trees and the items
1652 that you're placing in the landscape islands and the size. Can you talk a little bit about
1653 that?
1654
1655 Mr. Colavecchia - About the specifics? Not really. I know that there was a request
1656 to increase some of the tree sizes, which we're okay with. My civil engineer is not here,
1657 Teresa Lower. Is there a specific question?
1658
1659 Mrs. Marshall - I was curious as to the type of trees and the size of the trees
1660 when we were discussing larger trees?
1661
1662 Mr. Garrison - Yes, I could answer that. The species that we were talking
1663 about are in this north buffer here. Some of the hollies that were spec'd by the landscape
1664 architect were not something that we typically see. We usually see six-foot-tall Burford
1665 holly or Nellie Stevens hollies spec'd, and they were spec'ing it around twenty-four inches.
1666 That was going to take a long time before it was going to do any type of screening. So we

1667 requested that they increase the size to six feet at least, and they agreed. And then we
1668 gave them a break on some other things. They had, for example Wax Myrtles installed at
1669 four feet tall, which is kind of hard to find around this area. We usually see those spec'd at
1670 around twenty-four inches tall. They grow fast. It's more of a shrub. So they switched
1671 species, which was a cost savings. It balanced out, the cost.

1672

1673 And then as far as plant substitutions, the islands in front of the store, the architect had
1674 oak trees. And we thought it might be better if they didn't have a species that produced so
1675 much litter with the acorns that could cause a slipping hazard. So what we did was, these
1676 trees down here were going to be Littleleaf Lindens, and we had them substitute the
1677 Littleleafs and the oaks. So now what you have up along the front are the Littleleaf Lindens,
1678 along the front of the store, and the oak trees down in the parking lot area.

1679

1680 Mrs. Marshall - The ones that are at the front of the store, how big do they
1681 usually grow?

1682

1683 Mr. Garrison - It's a medium-size tree. It's not going to be a big oak or maple
1684 that you would see. And we do accept that. It's still a tree, but it's going to be about the
1685 size of a Bradford Pear tree. That would be about the comparison.

1686

1687 Mrs. Marshall - Okay, thank you.

1688

1689 Mr. Garrison - All right.

1690

1691 Mr. Archer - All right. Any further questions for the applicant or for
1692 Mr. Garrison?

1693

1694 Mrs. Marshall - Mr. Chairman, I move POD2015-00540, Wegmans at West
1695 Broad Marketplace, Phase 3, landscape plan, be approved subject to the annotations on
1696 the plans and the standard conditions for landscape plans.

1697

1698 Mr. Witte - Second.

1699

1700 Mr. Archer - All right. Motion by Mrs. Marshall and seconded by Mr. Witte.
1701 All in favor say aye. All opposed say no. The ayes have it; the motion passes.

1702

1703 The Planning Commission approved the landscape plan for POD2015-00540, Wegmans
1704 at West Broad Marketplace, Phase 3, subject to the annotations on the plans and the
1705 standard conditions attached to these minutes for landscape plans.

1706

1707 Mr. Emerson - Mr. Chairman, we now move on to the last item on your
1708 agenda, which would be the consideration of approval of your minutes from your
1709 December 16, 2015 meeting. You also have an errata sheet to go along with these minutes
1710 of corrections that we have received from the Commission to date.

1711

1712 APPROVAL OF MINUTES: December 16, 2015

1713
1714 Mr. Archer - Okay, any comment on the minutes?
1715
1716 Ms. Jones - I move approval of the minutes as corrected.
1717
1718 Mrs. Marshall - Second.
1719
1720 Mr. Archer - All right. Motion by Ms. Jones and seconded by Mrs. Marshall.
1721 All in favor say aye. All opposed say no. The ayes have it; the minutes are approved.
1722
1723 The Planning Commission approved the December 16, 2015 minutes as corrected.
1724
1725 Mr. Archer - Any more items to come before the Commission?
1726 Mr. Thornton?
1727
1728 Mr. Thornton - Mr. Chairman, may I ask something?
1729
1730 Mr. Archer - You may ask anything, sir.
1731
1732 Mr. Thornton - I'm wondering for the incoming year, would this Commission
1733 consider looking at some things in our particular area. One of the things that I'm concerned
1734 about would be cemeteries. I don't know if the County has a policy about cemeteries per
1735 se. But you know the Planning Commission is an advisory creature of the Board, and it
1736 might be judicious to kind of take a look at that. And secondarily, a lot of things are
1737 changing now for HOAs. We have given permission for building of certain of these
1738 homeowners' associations' contracts. What's happening now is some of them are coming
1739 back in a kind of deteriorated position. So I'm just saying maybe that's something we need
1740 to look at. Maybe the Planning Commission can't do anything about it, but maybe this is
1741 something we might suggest to our lawyers.
1742
1743 We need to start looking ahead, that's my message here. I'm thinking now as we're having
1744 more growth—this is 2016. I'm thinking now that the County of Henrico—and I'm echoing
1745 it. If ever you've been a work session, some of you heard me say this before. I'm saying
1746 that I think we need to also have some additional posture. When you look at our record,
1747 it's been a stellar record when you look at other localities. But the thing we need to do is
1748 make sure that we're looking at all our tools that we use so we can well serve the public.
1749 They'll probably be additional demands on localities. And obviously, this Commission
1750 would be concerned about those demands in the area of planning, whether we're doing
1751 creative planning. We need to look at how we've done some things in the past and revise
1752 some of those for the future.
1753
1754 I'm just putting that on the table for thought. It may not be meritorious at all and then it may
1755 be. But I do encourage the members of the Commission to just reflect on that a little bit. I
1756 listen to the questions that some of the Commissioners sometimes ask. Very important,
1757 because we have to start taking a look again, as I say, to keep being number one, as I've

1758 used the analogy. You have to always be in there fighting, fighting, and fighting, making
1759 sure you're doing those things to maintain to be number one.

1760

1761 In conclusion, a lot of people look on Henrico County as an affluent locality. And it is my
1762 conclusion that that is a blessing and a curse. And the curse part comes in that sometimes
1763 we need to make sure we don't get shafted. That's why we have to be diligent and vigilant
1764 at all times, making sure that our citizens have the best when we offer things to them. I
1765 just wanted to put that on record.

1766

1767 Mr. Archer - Well thank you, sir. I think that's two or three very astute
1768 observations. One thing I have noticed, as we grow we are seeing more and more
1769 properties that have a cemetery on them.

1770

1771 Mr. Emerson - Yes we are.

1772

1773 Mr. Archer - It used to be you'd see one maybe every ten years. In fact, I
1774 think I have one coming up now that has a cemetery.

1775

1776 Mr. Emerson - I think you do, yes sir.

1777

1778 Mr. Archer - So that's something. And also there may be, as Mr. Thornton
1779 said, a time to look at some of the rules of HOAs. They're an animal that, to me, that's
1780 getting a little scary. You have an HOA, which is usually done—well it's always done when
1781 the property is new. The first people who move in are all a part of the association. Given
1782 about five or ten years, some of the houses start being sold, and some of the new folks
1783 either are not aware of the HOA, or don't care about it, or whatever. So that may be
1784 something we might consider doing a work session on for these two items. At some time
1785 in the future.

1786

1787 Mr. Thornton - And Mr. Chairman, may I share one last thing? I remember a
1788 few years ago there was a new subdivision being planned. I got a call, and the resident
1789 said, "Well Mr. Thornton, I've been living here for thirty-some years, and had all of these
1790 good trees in front of me. Now they're going to have a new subdivision." And I only bring
1791 it up because I mentioned to that resident that people in America have the right to sell
1792 land. And that's why at my town meetings I try to make sure I give more educational things
1793 so people will understand. That resident, I shared with her, well I'm glad that she shared
1794 those first thirty years with that type of tranquility, but things change. And so therefore,
1795 people who are going to build need to do their research because that maybe for her was
1796 a shock. But these things happen. In her mind, her whole world had been upset, maybe.
1797 But that's why we need to do better making sure we in transparency share with people,
1798 when we can, how it really works.

1799

1800 Mr. Archer - Thank you, sir, for those observations.

1801

1802 Mr. Leabough - Sounds like a conversation we had not long ago, Mr. Archer.

1803

1804 Mr. Archer - Yes, how about yesterday? All right. The minutes have been
1805 approved. There are no more items to bring before the Commission. May I have a motion
1806 for adjournment?

1807
1808 Mr. Leabough - So moved.

1809
1810 Ms. Jones - Second.

1811
1812 Mr. Archer - Meeting adjourned.

1813

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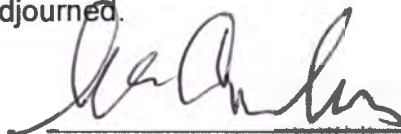
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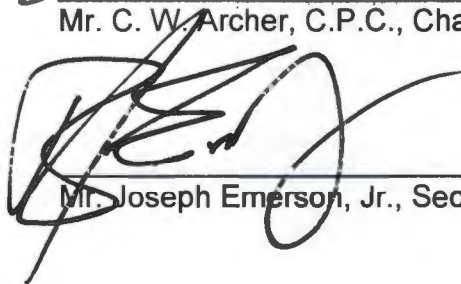
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Mr. C. W. Archer, C.P.C., Chairman



Mr. Joseph Emerson, Jr., Secretary

PLANS OF DEVELOPMENT STANDARD CONDITIONS

A. Standard Conditions for all POD's:

1. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water and sewer. **(when the property is served by public utilities)**
- 1A. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public sewer. The well location shall be approved by the County Health Department before a building permit is issued. Connection shall be made to the public water system when available within 300 feet of the site/building. **(when not served by public water)**
- 1B. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water. The septic tank location shall be approved by the County Health Department before a building permit is issued. Connection shall be made to the public sewer when available within 300 feet of the site/building. **(when not served by public sewer)**
2. The Director of the Department of Public Utilities shall approve the plan of development for construction of public water and sewer, prior to beginning any construction of these utilities. The Department of Public Utilities shall be notified at least 48 hours prior to the start of any County water or sewer construction.
3. The parking lot shall be subject to the requirements of Chapter 24, Section 24-98 of the Henrico County Code.
4. The parking spaces shall be marked on the pavement surface with four-inch-wide traffic painted lines. All lane lines and parking lines shall be white in color with the exception that those dividing traffic shall yellow.
5. Sufficient, effectively usable parking shall be provided. If experience indicates the need, additional parking shall be provided.
6. Curb and gutter and necessary storm sewer shall be constructed as shown on approved plans.
7. The plan of development plan shall be revised as annotated on the staff plan dated **January 27, 2016**, which shall be as much a part of this approval as if details were fully described herein. Nine (9) sets of revised plans, including the detailed drainage, erosion control and utility plans, shall be submitted by the design engineer who prepared the plans to the Department of Planning for final review. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of fourteen (14) sets of final plans for signature shall be submitted to the Department of Planning for approval signatures. Two (2) sets of the approved plan shall be attached to the building permit application. **(Revised October 2015)**
8. Two copies of an Erosion and Sediment Control Agreement with required escrow shall be submitted to the Department of Public Works. Approval is required prior to construction plan approval and beginning construction. The Department of Public Works shall be notified at least 24 hours prior to the start of any construction.
9. A detailed landscaping plan shall be submitted to the Department of Planning for review and approval prior to the issuance of any occupancy permits.
9. **AMENDED** - A detailed landscaping plan shall be submitted to the Department of Planning for review and Planning Commission approval prior to the issuance of any occupancy permits.
10. All groundcover and landscaping shall be properly maintained in a healthy condition at all times. Dead plant materials shall be removed within a reasonable time and replaced no later than the next planting season.

11. 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 height details shall be submitted for Department of Planning review and approval.
11. **AMENDED** - Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including depictions of light spread and intensity diagrams, and fixture specifications and mounting height details shall be submitted for Department of Planning review and Planning Commission approval.
- 11B. 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. **(For POD which includes lighting plan approval)**
12. All exterior lighting shall be designed and arranged to direct the light and glare away from nearby residential property and streets.
13. The site, including the parking areas, shall be kept clean of litter and debris on a daily basis. Trash container units/litter receptacles and recycling containers shall be maintained with regular pickups scheduled and shall be screened properly on all four sides. The gate(s) shall remain closed except when the receptacle(s) are being filled or serviced and shall be repaired or replaced as necessary. Details shall be included with the final site plan or required landscape plan for review and approval.
14. Required fire lanes shall be marked and maintained in accordance with the Virginia Statewide Fire Prevention Code.
15. Traffic control signs shall be provided as indicated on the Department of Planning Staff plan. All signs shall be fabricated as shown in The National Manual on Uniform Traffic Control Devices for Streets and Highways and The Virginia Supplement to The Manual on Uniform Traffic Control Devices for Streets and Highways.
16. The assigned property number(s) shall be displayed so it is easily readable from the street. If assistance is needed with the address, please contact the Department of Planning at 501-4284. The Planning Department must assign all property addresses. **(Revised January 2008)**
17. The owner shall have a set of plans approved by the Director of Public Works, Public Utilities and Secretary of the Planning Commission available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
18. The property shall be developed as shown on the plan filed with the case and no changes or additions to the layout shall be made without the approval of this Commission.
19. Upon completion of the improvements and prior to the certification of the permanent occupancy permit, the owner shall furnish a statement by the engineer or land surveyor who prepared the POD plan, to the effect that all construction including water and sewer is in conformance to the regulations and requirements of the POD.
20. The approved Plan of Development is granted by the Planning Commission only to the owners(s)/applicant(s) listed on the Plan of Development application on file for this project. Upon written notification to the Director of Planning, the Plan of Development approval may be transferred to subsequent owner(s) subject to approval by this Commission. **(Revised July 2007)**
21. Vehicles shall be parked only in approved and constructed parking spaces.

22. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
23. The site, including paving, pavement markings, signage, curb and gutter, dumpster screens, walls, fences, lighting and other site improvements shall be properly maintained in good condition at all times. Any necessary repairs shall be made in a timely manner.
24. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
25. Insurance Services Office (ISO) calculations shall be included on the final construction plans for approval by the Department of Public Utilities prior to issuance of a building permit.
26. Any necessary off-site drainage and/or water and sewer easements must be obtained in a form acceptable to the County Attorney prior to final approval of the construction plans.
27. The easements for drainage and utilities as shown on approved plans shall be granted to the County in a form acceptable to the County Attorney prior to any occupancy permits being issued. The easement plats and any other required information shall be submitted to the County Real Property Agent at least sixty (60) days prior to requesting occupancy permits.
28. Deviations from County standards for pavement, curb or curb and gutter design shall be approved by the County Engineer prior to final approval of the construction plans by the Department of Public Works.
29. **(Start of miscellaneous conditions)**

STANDARD CONDITIONS FOR LANDSCAPE/LIGHTING/FENCE PLANS

1. The plan shall be revised as shown in red on Staff plan dated **January 27, 2016**, which shall be as much a part of this approval as if all details were fully described herein. Four (4) sets of prints of the revised plan shall be submitted to the Department of Planning for approval stamps and distribution.
2. The property shall be developed as shown on the plan filed with the case and no changes or additions to the layout shall be made without the approval of this Commission.
3. The owner shall have a set of approved plans available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
4. All groundcover and landscaping shall be properly maintained in a healthy condition at all times. Dead plant materials shall be removed within a reasonable time and replaced during the normal planting season. **(DELETE IF NO LANDSCAPING)**
5. All exterior lighting shall be shielded to direct lights away from adjacent residential property and streets. **(DELETE IF NO LIGHTING)**
6. All fences, walls, and screens, including gates and doors, shall be maintained in good repair by the owner. Trash and debris should not be allowed to accumulate along the fence or wall. **(DELETE IF NO FENCE, WALL, OR DUMPSTER SCREEN)**

B. In Addition to Item A, the Following Standard Conditions for Approval of All Zero Lot Line Developments shall apply:

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. 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.

C. Standard Conditions for Approval of All Dry Cleaners and Laundries in Addition to Item A:

29. The dry cleaning establishment shall use only non-inflammable cleaning solvents and have fully enclosed cleaning and solvent reclamation processes and fully enclosed pressing equipment with no outside steam exhaust.

D. In addition to Item A, the Following Conditions for Approval of All Shopping Centers Shall Apply:

29. Only retail business establishments permitted in a 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).

E. In Addition to Item A, the Following Standard Conditions for Approval of All Multi-Family Shall Apply:

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.

F. In addition to Item A, the Following Standard Conditions for Approval of All Service Station Developments Shall Apply:

29. This business shall not remain in operation after midnight and no exterior signs shall remain lighted after **(12:00 midnight - B-1) (1:00 o'clock a.m. - B-2) (no limit - B-3)**.
30. No merchandise shall be displayed outside of the building except that oil racks will be allowed on the pump islands.
31. This service station shall be used only for the sale of petroleum products and automobile accessories and parts. It shall not be used to sell or rent camping trailers, nor as a base of operation for truck fleets or fuel oil delivery or other such use that is not strictly a service station operation.
32. Only light repair work shall be allowed at this station, including motor tune-up, brake, generator, ignition, and exhaust repairs, and wheel balancing. The only work that can be performed outside the building is those services that are normally furnished at the pump island and the changing of tires.
33. No wrecked automobiles, nor automobiles incapable of being operated, shall be kept on the premises.
34. The prospective operator of this station shall come to the Department of Planning and sign the file copy of the special plan of development letter before he signs a lease with the oil company to operate this station.

G. STANDARD CONDITIONS FOR CONVENIENCE STORES WITH FUEL PUMPS IN A B-2 ZONE

29. Bulk storage of fuel shall be underground.
30. There shall be no exterior display of merchandise except on pump islands and on paved walkway areas within three (3) feet of building.
31. Lighting fixtures shall not exceed a height greater than twenty (20) feet.
32. No temporary storage of wrecked or inoperative vehicles or rental of vehicles, trailer campers, vans or similar equipment shall be permitted.
33. Not more than two (2) electronic amusement games shall be permitted.
34. Not more than two (2) vending machines for food and beverage and similar merchandise shall be permitted on the premises outside of an enclosed building.
35. The prospective operator of this facility shall come to the Department of Planning and sign the file copy of the special plan of development letter before he signs a lease with the oil company to operate this station.
36. The landscaping plan shall include details for screening of refuse containers and refuse storage facilities in accordance with Section 24-61(i).
37. Refuse containers or refuse storage facilities shall be serviced during business hours only.
38. The owner or manager on duty shall be responsible for temporarily closing the car wash facility when the on-site stacking space is inadequate to serve customer demand to prevent a backup of vehicles onto the public right-of-way.
39. The owner shall arrange with the Traffic Engineer to provide standard traffic control signs to notify customers that stopping or standing on the public right-of-way shall not be permitted near the entrances to the car wash facility. **(If Car Wash Is Proposed)**

**H. STANDARD CONDITIONS FOR CONVENIENCE STORES WITH FUEL PUMPS
IN A B-3 ZONE**

29. Bulk storage of fuel shall be underground.
30. The owner or manager on duty shall be responsible for temporarily closing the car wash facility when the on-site stacking space is inadequate to serve customer demand to prevent a backup of vehicles onto the public right-of-way. **(If Car Wash Is Proposed)**
31. The owner shall arrange with the Traffic Engineer to provide standard traffic control signs to notify customers that stopping or standing on the public right-of-way shall not be permitted near the entrances to the car wash facility. **(If Car Wash Is Proposed)**

APPENDIX A: TEST PROCEDURES

STANDARD CONDITIONS FOR
TESTING

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The test procedures are described in detail in the following sections. The test procedures are designed to be performed under standard conditions. The test procedures are designed to be performed under standard conditions.

The test procedures are described in detail in the following sections. The test procedures are designed to be performed under standard conditions. The test procedures are designed to be performed under standard conditions.

CONDITIONAL SUBDIVISION STANDARD CONDITIONS

Conventional Single-Family Subdivisions Served By Public Utilities

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of sixteen (16) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water. **(Substitute condition 5A if well)**
- 5A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer. **(Substitute condition 6A if on-site sewage disposal/septic)**
- 6A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **January 27, 2016**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **January 26, 2017**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be

filed a minimum of two weeks prior to the expiration date.

10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
11. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting a number of requirements including but not limited to minimum zoning requirements, Health Department requirements as applicable, and design considerations.
12. Prior to a request for final approval, the developer shall provide a buildable area plan showing information for all lots within the subdivision. Such plan shall be a part of the construction plans submitted for review and for signature. The buildable area plan shall be a minimum of 1" to 50' scale or larger and shall show the buildable area for the principal structure, all setback dimensions, the minimum lot width (perpendicular to the center line of the lot at the front building line), and if applicable, any Special Flood Hazard Areas (floodplains) and the area of each lot exclusive of floodplain, wetlands, easements, buffers, Chesapeake Bay Act Areas, wells and primary/reserved drainfields.

CONDITIONAL SUBDIVISION STANDARD CONDITIONS

Conventional Single-Family Subdivisions Not Served By Public Utilities

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage and erosion control plans have been approved by the Department of Planning, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of eleven (11) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
7. The plat shall be revised as shown in red on Staff plan dated **January 27, 2016**, which shall be as much a part of this approval as if all details were fully described herein.
8. This approval shall expire on **January 26, 2017**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
9. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.

10. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting a number of requirements including but not limited to minimum zoning requirements, Health Department requirements and design considerations.
11. Prior to a request for final approval, the developer shall provide a buildable area plan showing information for all lots within the subdivision. Such plan shall be a part of the construction plans submitted for review and for signature. The buildable area plan shall be a minimum of 1" to 50' scale or larger and shall show the buildable area for the principal structure, all setback dimensions, the minimum lot width (perpendicular to the center line of the lot at the front building line), and if applicable, any Special Flood Hazard Areas (floodplains) and the area of each lot exclusive of floodplain, wetlands, easements, buffers, Chesapeake Bay Act Areas, wells and primary/reserved drainfields.

CONDITIONAL SUBDIVISION STANDARD CONDITIONS

Residential Townhouse for Sale (RTH) Subdivisions

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of fourteen (14) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **January 27, 2016**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **January 26, 2017**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.

11. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting all requirements, including but not limited to, minimum zoning requirements, and design considerations.
12. A draft of the Declaration of Covenants, Conditions and Restrictions shall be submitted to the Department of Planning for review, prior to final approval. The proposed Homeowners Association for the project shall be responsible for the exterior maintenance of all buildings and grounds.
13. All block corners shall be monumented and referenced, where possible, to the exterior boundaries of the site
14. The record plat shall contain a statement that the common area is dedicated to the common use and enjoyment of the homeowners of **(name of subdivision)** and is not dedicated for use by the general public. This statement shall refer to the applicable article in the covenants recorded with the plat.

CONDITIONAL SUBDIVISION STANDARD CONDITIONS

Zero Lot Line Subdivisions

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of fourteen (14) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **January 27, 2016**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **January 26, 2017**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change may be implemented.

11. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting all requirements, including but not limited to, minimum zoning requirements, and design considerations.
12. Prior to a request for final approval, the developer shall provide a buildable area plan showing information for all lots within the subdivision. Such plan shall be a part of the construction plans submitted for review and for signature. The buildable area plan shall be a minimum of 1" to 50' scale or larger and shall show the buildable area for the principal structure, all setback dimensions, the minimum lot width (perpendicular to the center line of the lot at the front building line), and if applicable, any Special Flood Hazard Areas (floodplains) and the area of each lot exclusive of floodplain, wetlands, easements, buffers and Chesapeake Bay Act Areas.

CONDITIONAL SUBDIVISION STANDARD CONDITIONS

Road Dedication with No Lots

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of sixteen (16) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **January 27, 2016**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **January 26, 2017**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.