

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, July 27, 2016.
4

Members Present: Mr. C. W. Archer, C.P.C., Chair (Fairfield)
Mr. Eric Leabough, C.P.C., (Varina)
Mrs. Sandra M. Marshall (Three Chopt)
Mr. Robert H. Witte, Jr., (Brookland)
Mr. R. Joseph Emerson, Jr., AICP,
Director of Planning, Secretary

Members Absent: Ms. Bonnie-Leigh Jones, C.P.C., Vice-Chair (Tuckahoe)
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. Kate Teator, County Planner
Ms. Sharon Smidler, P.E., Traffic Engineer
Mr. Gary A. DuVal, P.E., Traffic Engineer
Mr. Ross Lewis, Division of Police
Ms. Latrice Gordon, Division of Police
Ms. Melissa Ferrante, Office Assistant / Recording Secretary

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6 **Mr. Frank J. Thornton, the Board of Supervisors' representative, abstains on all**
7 **cases unless otherwise noted.**
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9 Mr. Archer - The meeting will come to order. Good morning everyone. We
10 do have a quorum and we can conduct business. Is there anyone here from the press
11 today? I don't believe so. I'm not sure if Mr. Thornton is coming today or not. Ms. Jones
12 will not be here. With that, let us rise and pledge allegiance to the flag.
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14 I understand Mr. Thornton will not be here this morning. We're ready to do business, so
15 with that I'm going to turn the meeting over to our secretary, Mr. Emerson. Good morning,
16 Mr. Emerson.
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18 Mr. Emerson - Good morning, Mr. Chairman. Thank you very much. First item
19 on the agenda are the requests for deferrals and withdrawals. Those will be presented by
20 Ms. Leslie News.

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22 Mr. Archer - Good morning, Ms. News.

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24 Ms. News - Good morning, Mr. Chairman, members of the Commission.
25 We have three requests for deferrals that we received for this morning. The first is found
26 on page 7 of your agenda and is located in the Fairfield District. This is POD2015-00555,
27 which includes the lighting plan, for Walmart Neighborhood Market at Henrico Plaza
28 Shopping Center. The applicant has requested a deferral to the September 28, 2016
29 meeting.

30
31 *(Deferred from the June 22, 2016 Meeting)*

32 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

33
POD2015-00555
Walmart Neighborhood
Market at Henrico Plaza
Shopping Center – 4000
Mechanicsville Turnpike
(U.S. Route 360)

Bohler Engineering for GBR Henrico Limited Liability Company/Plaza 360 Resources LP and Wal-Mart Real Estate Business Trust: 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 41,952 square foot retail grocery store with drive-through pharmacy, and a one-story 754 square foot convenience market with fueling center in an existing shopping center. The 7.47 acre portion of the 27.389-acre site is located on the west line of Mechanicsville Turnpike (U.S. Route 360), approximately 550 feet south of Evans Road, on part of parcel 803-737-0018. The zoning is B-2, Business District and ASO, Airport Safety Overlay District. County water and sewer. **(Fairfield)**

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35 Mr. Archer - Thank you, Ms. News. Is there anyone present who is opposed
36 to this deferral for POD2015-00555, Walmart Neighborhood Market at Henrico Plaza
37 Shopping Center? I see no opposition. With that I will move that POD2015-00555, Walmart
38 Neighborhood Market at Henrico Plaza Shopping Center, be deferred at the applicant's
39 request to the September 28, 2016 meeting.

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41 Mr. Witte - Second.

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

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46 At the request of the applicant, the Planning Commission deferred POD2015-00555,
47 Walmart Neighborhood Market at Henrico Plaza Shopping Center, to its September 28,
48 2016 meeting.

Ms. News - The next item is found on page 12 of your agenda and located in the Three Chopt District. This is POD2015-00322, Corner Bakery at Car Care Shopping Center. The applicant has requested a deferral to the September 28, 2016 meeting.

(Deferred from the June 22, 2016 Meeting)

PLAN OF DEVELOPMENT

POD2015-00322 Corner Bakery at Car Care Shopping Center – 11000 West Broad Street (U.S. Route 250)	Parker Design Group for Global General Properties, LLC: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to demolish an existing vacant car service station and construct a one-story, 4,052 square foot restaurant with drive-through facilities in an existing shopping center. The 1.06-acre site is located on the northwest corner of the intersection of W. Broad Street (U.S. Route 250) and Dominion Boulevard, on parcel 747-760-3077 and part of parcel 747-760-1291. The zoning is B-3C, Business District (Conditional). County water and sewer. (Three Chopt)
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Mr. Archer - All right. Is there anyone present who is opposed to the deferral of POD2015-00322, Corner Bakery at Car Care Shopping Center? I see no opposition.
Mrs. Marshall.

Mrs. Marshall - Mr. Chairman, I move POD2015-00322, Corner Bakery at Car Care Shopping Center, be deferred to the September 28, 2016 meeting, per the applicant's request.

Mr. Leabough - Second.

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

At the request of the applicant, the Planning Commission deferred POD2015-00322, Corner Bakery at Car Care Shopping Center, to its September 28, 2016 meeting.

Ms. News - The next item is on page 18 of your agenda and located in the Three Chopt District. This is POD2016-00014, Bon Secours Short Pump at Broad Hill Centre – Revised. The applicant has requested a deferral to the September 28, 2016 meeting.

(Deferred from the June 22, 2016 Meeting)

PLAN OF DEVELOPMENT

POD2016-00014

Bon Secours Short Pump
at Broad Hill Centre -
Revised - 12320 West
Broad Street (U.S. Route
250)

Timmons Group for Bon Secours Richmond Health System and PETRA: Request for approval of a revised plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a two-story 49,750 square foot medical office building and a five-story 125,000 square foot medical office building. The 18.9-acre site is located on the north line of West Broad Street (U.S. Route 250), approximately 3,000 feet west of North Gayton Road, on parcel 731-766-2002. The zoning is O-3C, Office District (Conditional), R-6C, General Residential District (Conditional), and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

Mr. Archer - Okay. Is there anyone present who is opposed to this deferment for POD2016-00014, Bon Secours Short Pump at Broad Hill Centre – Revised? No opposition.

Mrs. Marshall - Mr. Chairman, I move POD2016-00014, Bon Secours Short Pump at Broad Hill Centre – Revised, be deferred to the September 28, 2016 meeting per the applicant's request.

Mr. Leabough - Second.

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

At the applicant's request, the Planning Commission deferred POD2016-00014, Bon Secours Short Pump at Broad Hill Centre – Revised, to its September 28, 2016 meeting.

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

Mr. Archer - Thank you, Ms. News.

Mr. Emerson - Mr. Chairman, we now move on to the expedited items. Those will also be presented by Ms. Leslie News.

Ms. News - We have seven items on your expedited agenda this morning. The first is found on page 4 of your agenda and is located in the Tuckahoe District. This is a transfer of approval for POD-31-83, Embassy Suites Richmond, formerly Embassy Suites Hotel. Staff recommends approval.

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119 **TRANSFER OF APPROVAL**
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POD-31-83
POD2016-00130
Embassy Suites
Richmond (Formerly
Embassy Suites Hotel) -
2925 Emerywood Parkway

Hemant Shukla for NN Hotel, LLC: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from North Gayton Company and Middex Hospitality, Inc. to NN Hotel, LLC. The 5.74-acre site is located on the south line of Emerywood Parkway, approximately 450 feet west of its intersection with West Broad Street (U.S. Route 250), on parcel 766-746-3684. The zoning is M-1, Light Industrial District. County water and sewer. **(Tuckahoe)**

Mr. Archer - All right. Is there anyone present who is opposed to POD-31-83 (POD2016-00130), Embassy Suites Richmond (formerly Embassy Suites Hotel)? No opposition.

Mr. Witte - Mr. Chairman, I move approval of TOA POD-31-83 (POD2016-00130), Embassy Suites Richmond (formerly Embassy Suites Hotel) on the expedited agenda, subject to the previously approved conditions and annotations on the plan.

Mr. Archer - All right.

Mr. Leabough - Second.

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

The Planning Commission approved the transfer of approval request for POD-31-83 (POD2016-00130), Embassy Suites Richmond (formerly Embassy Suites Hotel), from North Gayton Company and Middex Hospitality, Inc. to NN Hotel, LLC, subject to the standard and added conditions previously approved.

Ms. News - Next on page 5 of your agenda and located in the Fairfield District is a transfer of approval for POD-22-76, CAPGO Convenience Food Store, which was formerly Cap Go Service Station. Staff recommends approval.

TRANSFER OF APPROVAL

POD-22-76
POD2016-00151
CAPGO Convenience
Food Store (Formerly Cap
Go Service Station) - 2812
Mechanicsville Turnpike
(U.S. Route 360)

Russell R. Thompson, Jr.: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Bishop Melvin F. and Bliss J. to Russell R. Thompson, Jr. The 0.7-acre site is located on the west line of Mechanicsville Turnpike, approximately 630 feet north of its intersection with Saint Claire Lane, on parcel

800-730-0966. The zoning is B-3, Business District. County water and sewer. **(Fairfield)**

Mr. Archer - Thank you. Is there anyone present who is opposed to this transfer for POD-22-76 (POD2016-00151), CAPGO Convenience Food Store (formerly Cap Go Service Station)? No opposition, so I move that transfer of approval POD-22-76 (POD2016-00151), CAPGO Convenience Food Store (formerly Cap Go Service Station), be approved on the expedited agenda subject to the staff's approval and recommendation.

Mr. Witte - Second.

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

The Planning Commission approved the transfer of approval request for POD-22-76 (POD2016-00151), CAPGO Convenience Food Store (formerly Cap Go Service Station), from Bishop Melvin F. and Bliss J. to Russell R. Thompson, Jr., subject to the standard and added conditions previously approved.

Ms. News - The next item is on page 6 of your agenda and located in the Three Chopt District. This is a transfer of approval for POD-26-09, Car Pool at Towne Center West. Staff recommends approval.

TRANSFER OF APPROVAL

POD-26-09
POD2016-00189
Car Pool at Towne Center
West - 11950 West Broad
Street (U.S. Route 250)

Timothy O. Trant, II, Esq. for CP Other Realty, LLC:
Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from CP Other Realty, LLC to the Talley Family Limited Partnership. The 1.65-acre site is located in an existing shopping center, on the north line of West Broad Street (U.S. Route 250), approximately 1,625 feet east of its intersection with North Gayton Road, on parcel 735-763-6585. The zoning is B-3C, Business District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

Mr. Archer - Okay. Is there anyone present who is opposed to this transfer for POD-26-09 (POD2016-00189), Car Pool at Towne Center West? No opposition.

Mrs. Marshall - Mr. Chairman, I move approval of the transfer of approval for POD-26-09 (POD2016-00189), Car Pool at Towne Center West, as presented, subject to the previously approved conditions, on the expedited agenda.

Mr. Leabough - Second.

181 Mr. Archer - Motion by Mrs. Marshall and seconded by Mr. Leabough. All in
182 favor say aye. All opposed say no. The ayes have it; the motion passes.
183 The Planning Commission approved the transfer of approval request for POD-26-09
184 (POD2016-00189), Car Pool at Towne Center West from CP Other Realty, LLC to the
185 Talley Family Limited Partnership, subject to the standard and added conditions previously
186 approved.

187
188 Ms. News - The next item is on page 10 of your agenda and located in the
189 Fairfield District. This is POD2016-00229, which includes a lighting plan, for Ample Self-
190 Storage on Nine Mile Road. There's an addendum item on page 1 of your addendum which
191 includes added condition 11B for the lighting plan. Staff recommends approval.

192
193 *(Deferred from the June 22, 2016 Meeting)*

194 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

195
POD2016-00229
Ample Self-Storage - Nine
Mile Road - 4901 Nine
Mile Road

Bay Companies, Inc. for Ample Storage Laburnum Avenue, LLC: Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a two-story, 47,520 square foot self-storage facility. The 7.18-acre site is located on the south line of Nine Mile Road (State Route 33), approximately 500 feet east of its intersection with Laburnum Avenue, on part of parcel 811-723-1052. The zoning is M-1C, Light Industrial District (Conditional) and ASO, Airport Safety Overlay District. County water and sewer. **(Fairfield)**

196
197 Mr. Archer - All right. Is there anyone present who is opposed to POD2016-
198 00229, Ample Self-Storage – Nine Mile Road? I see no opposition; therefore, I will move
199 that POD2016-00229, Ample Self-Storage – Nine Mile Road, be approved on the
200 expedited agenda subject to the staff recommendation, the annotations on plan, standard
201 conditions for developments of this type, additional conditions 29, 30, 31, and 11B on the
202 addendum.

203
204 Mrs. Marshall - Second.

205
206 Mr. Leabough - I think we have two more conditions, 32 and 33.

207
208 Mr. Archer - I'm sorry. I didn't turn the page. Let me restate that. Conditions
209 29, 30, 31, 32, and 33, and 11B on the addendum.

210
211 Mr. Witte - Second.

212
213 Mr. Archer - Motion by Mr. Archer and seconded by Mr. Witte. All in favor
214 say aye. All opposed say no. The ayes have it; the motion passes.

The Planning Commission approved POD2016-00229, Ample Self-Storage – Nine Mile Road, subject to the annotations on the plans, the standard conditions attached to these minutes for developments of this type, and the following additional conditions:

- 11B. ADDED:** Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting heights details shall be revised as annotated on the staff plan and included with the construction plans for final signature.
29. The entrances and drainage facilities on Nine Mile Road (State Route 33) shall be approved by the Virginia Department of Transportation and the County.
30. A concrete sidewalk meeting VDOT standards shall be provided along the south side of Nine Mile Road.
31. The proffers approved as a part of zoning case C-69C-04 shall be incorporated in this approval.
32. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Virginia Department of Transportation maintained right-of-way. The elevations will be set by the contractor and approved by the Virginia Department of Transportation.
33. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junction and accessory boxes, transformers, and generators) shall be identified on the landscape plans. All equipment shall be screened by such measures as determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.

Ms. News - Next on page 24 and located in the Three Chopt District is SUB2016-00106, a landscape plan for Hawksgate at Bacova, Section 1. Staff recommends approval.

LANDSCAPE PLAN

SUB2016-00106
Hawksgate at Bacova
Section 1 – 12200
Bacova Drive

Youngblood, Tyler & Associates, PC for Boone Homes, Inc.: 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 13.15-acre site is located approximately 700 feet east of North Gayton Road and approximately 575 feet north of Bacova Drive, on parcel 737-766-1902. The zoning is R-3C, One-Family Residential District. County water and sewer. **(Three Chopt)**

Mr. Archer - All right. Is there anyone present who is opposed to SUB2016-00106, Hawksgate at Bacova Section 1?

Mrs. Marshall - Mr. Chairman, I move approval of the landscape plan for SUB2016-00106, Hawksgate at Bacova Section 1, on the expedited agenda, subject to the annotations on the plans and the standard conditions for landscape plans.

254 Mr. Witte - Second.

255
256 Mr. Archer - Motion by Mrs. Marshall and seconded by Mr. Witte. All in favor
257 say aye. All opposed say no. The ayes have it; the motion passes.

258
259 The Planning Commission approved the landscape plan for SUB2016-00106, Hawksgate
260 at Bacova Section 1, subject to the standard conditions attached to these minutes for
261 landscape plans.

262
263 Ms. News - On page 26 of your agenda and located in the Tuckahoe
264 District is POD2016-00270, which also includes a lighting plan, for the 7-Eleven at 7901
265 West Broad Street. There is an addendum item on page 4 of your addendum, which
266 includes added 11B for the lighting plan. Staff recommends approval.

267
268 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

269
POD2016-00270 **Blakeway Corporation for Land 7901, LLC, Steven L.
7-Eleven at 7901 West and D.B. Rogers and, Vertical Construction:** Request for
Broad Street – 7901 West approval of a plan of development and lighting plan, as
Broad Street required by Chapter 24, Section 24-106 of the Henrico
County Code, to replace an existing service station and
construct a one-story 3,030 square foot convenience store
and fuel center. The 1.3-acre site is located on the
northwest corner of the intersection of Hungary Spring Road
and West Broad Street on parcels 764-751-5148 and 764-
751-6154. The zoning is B-3, Business District. County
water and sewer. (Tuckahoe)

270
271 Mr. Archer - All right. Is there anyone present who is opposed to POD2016-
272 00270, 7-Eleven at 7901 West Broad Street? I see no opposition. Mr. Witte.

273
274 Mr. Witte - Mr. Chairman, I move approval of plan of development and
275 lighting plan for POD2016-00270, 7-Eleven at 7901 West Broad Street, subject to the
276 annotations on the plan, standard conditions for developments of this type, and additional
277 conditions 29 through 36 plus 11B as shown as shown on the agenda.

278
279 Mr. Leabough - Second.

280
281 Mr. Archer - Motion by Mr. Witte and seconded by Mr. Leabough. All in
282 favor say aye. All opposed say no. The ayes have it; the motion passes.

283
284 The Planning Commission approved the plan of development and lighting plan for
285 POD2016-00270, 7-Eleven at 7901 West Broad Street, subject to the annotations on the
286 plans, the standard conditions attached to these minutes for developments of this type,
287 and the following additional conditions:

- 289 **11B. ADDED:** Prior to the approval of an electrical permit application and installation of
290 the site lighting equipment, a plan including light spread and intensity diagrams,
291 and fixture specifications and mounting heights details shall be revised as
292 annotated on the staff plan and included with the construction plans for final
293 signature.
- 294 29. The right-of-way for widening of Hungary Spring Road as shown on approved plans
295 shall be dedicated to the County prior to any occupancy permits being issued. The
296 right-of-way dedication plat and any other required information shall be submitted
297 to the County Real Property Agent at least sixty (60) days prior to requesting
298 occupancy permits.
- 299 30. The entrances and drainage facilities on West Broad Street (U.S. Route 250) shall
300 be approved by the Virginia Department of Transportation and the County.
- 301 31. A notice of completion form, certifying that the requirements of the Virginia
302 Department of Transportation entrances permit have been completed, shall be
303 submitted to the Department of Planning prior to any occupancy permits being
304 issued.
- 305 32. A concrete sidewalk meeting VDOT standards shall be provided along the south
306 side of West Broad Street and a concrete sidewalk meeting County standards shall
307 be provided along the west side of Hungary Spring Road.
- 308 33. There shall be no outdoor storage in moveable storage containers including, but
309 not limited to, cargo containers and portable on demand storage containers.
- 310 34. Approval of the construction plans by the Department of Public Works does not
311 establish the curb and gutter elevations along the Virginia Department of
312 Transportation maintained right-of-way. The elevations will be set by the contractor
313 and approved by the Virginia Department of Transportation.
- 314 35. The location of all existing and proposed utility and mechanical equipment
315 (including HVAC units, electric meters, junctions and accessory boxes,
316 transformers, and generators) shall be identified on the landscape plan. All building
317 mounted equipment shall be painted to match the building, and all equipment shall
318 be screened by such measures as determined appropriate by the Director of
319 Planning or the Planning Commission at the time of plan approval.
- 320 36. Evidence that the owners of parcel 764-751-3361 have approved improvements on
321 or across the perpetual access easement shall be provided prior to construction
322 plan approval.

323
324 Ms. News - The final item is found on page 31 of your agenda and located
325 in the Tuckahoe District. This is POD2016-00287, a landscape plan for Commonwealth
326 Assisted Living at the West End Addition. Staff recommends approval.

327 328 **LANDSCAPE PLAN**

329
POD2016-00287
Commonwealth Assisted
Living at the West End
Addition – 2400 Gaskins
Road

**Balzer and Associates, Inc. - Landscape Architecture
for Mcap West End, LLC c/o Commonwealth Assisted
Living:** 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 8.07-acre site is located

along the western line of Gaskins Road approximately 765 feet south of its intersection with Three Chopt Road, on parcel 749-754-2538. The zoning is R-6C, General Residential District and C-1, Conservation District. County water and sewer. **(Tuckahoe)**

Mr. Archer - Is there anyone present who is opposed to POD2016-00287, Commonwealth Assisted Living at the West End Addition? No opposition.

Mr. Witte - Mr. Chairman, I move approval of the landscape plan for POD2016-00287, Commonwealth Assisted Living at the West End Addition, as presented, subject to the annotation on the plan and standard conditions applicable to landscape plans.

Mrs. Marshall - Second.

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

The Planning Commission approved the landscape plan for POD2016-00287, Commonwealth Assisted Living at the West End Addition, subject to the standard conditions attached to these minutes for landscape plans.

Mr. Archer - That completes the expedited agenda. Thank you, Ms. News.

Ms. News - Thank you.

Mr. Emerson - Mr. Chairman, next on your agenda are the Subdivision Extensions of Conditional Approval. Those will be presented by Mr. Lee Pambid. You do have one this morning that does require action by the Commission.

SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL

EXTENSIONS – FOR PLANNING COMMISSION APPROVAL

Subdivision	Original No. of Lots	Remaining Lots	Previous Extensions	Magisterial District	Recommended Extension
SUB2011-00054 (SUB-008-11) Kings Manor (July 2011 Plan)	9	9	4	Varina	July 26, 2017

EXTENSIONS - FOR INFORMATIONAL PURPOSES ONLY

Subdivision	Original No. of Lots	Remaining Lots	Previous Extensions	Magisterial District	Recommended Extension
SUB2014-00087 Kingsland Greene (July 2014 Plan)	120	120	1	Varina	July 26, 2017
SUB2012-00093 Smith Grove at Bacova (July 2012 Plan)	45	9	3	Three Chopt	July 26, 2017

Mr. Archer - Okay. Good morning, Mr. Pambid.

Mr. Pambid - Good morning. This map indicates the location of three subdivisions that are presented for extensions of conditional approval.

Smith Grove at Bacova and Kingsland Greene are eligible for one-year extensions to July 26, 2017. These are for informational purposes only and do not require Commission action at this time.

The other conditional subdivision is Kings Manor, July 2011 plan. It's located in the Varina District. Per Section 19-64(b) of the Subdivision Ordinance, any subdivision extensions exceeding 60 months from the date of conditional approval—in this case, July 27, 2011—need approval from the Planning Commission. Therefore, this extension requires Commission action. Staff recommends extension of this conditional approval for one year to July 26, 2017.

This concludes my presentation. I can now field any questions you have regarding this.

Mr. Archer - All right. Are there questions for Mr. Pambid? No questions.
Mr. Leabough.

Mr. Leabough - There being no questions, I move that the subdivision extension of conditional approval for Kings Manor be approved.

Mrs. Marshall - Second.

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

The Planning Commission granted a one year subdivision extension of conditional approval to SUB2011-00054 (SUB-008-11), Kings Manor (July 2011 Plan).

Mr. Emerson - Mr. Chairman, we now move into your regular agenda to pages 14 and 15. These items also appear on page 2 of your amended agenda. Because these are companion cases, I will call them together; however, you will need to make separate motions on these cases.

The first case on page 14 is POD2016-00169, Kimley-Horn and Associates for ME Nuckols, LLC. On page 15 you have POD2016-00213, again Kimley-Horn and Association for ME Nuckols, LLC. The staff report will be presented by Mr. Kevin Wilhite.

(Deferred from the June 22, 2016 Meeting)

PLAN OF DEVELOPMENT - ARCHITECTURALS ONLY

POD2016-00169
GreenGate Section 1 –
12121 West Broad Street
(U.S. Route 250)

Kimley-Horn and Associates, Inc. for ME Nuckols, LLC:
Request for approval of architectural plans for a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 70 residential townhomes for sale and 10 single-family residential dwellings in an urban mixed-use development. The 9.52-acre site is located along the north line of Graham Meadows Drive, approximately 575 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)**

(Deferred from the June 22, 2016 Meeting)

PLAN OF DEVELOPMENT - ARCHITECTURALS ONLY

POD2016-00213
GreenGate Section 2 –
12121 West Broad Street
(U.S. Route 250)

Kimley-Horn and Associates, Inc. for ME Nuckols, LLC:
Request for approval of architectural plans for a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 49 residential townhomes for sale and 7 single-family residential dwellings in an urban-mixed use development. The 5.8-acre site is located along the north line of Graham Meadows Drive, approximately 1,500 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)**

Mr. Archer - Thank you, sir. Is there anyone present who is opposed to either of these cases, POD2016-00169, GreenGate Section 1 – 12121 West Broad Street (U.S. Route 250) or POD2016-00213, GreenGate Section 2 – 12121 West Broad Street (U.S. Route 250)? I see no opposition. Good morning, Mr. Wilhite.

Mr. Wilhite - Good morning, Mr. Chairman.

The site plans for GreenGate Section 1 and Section 2 have been previously approved. Section 1 was approved by the Planning Commission on October 28, 2015. Section 2 was approved this year, April 27, 2016. The architectural plans for both of these site plans had been deferred until today's agenda.

Section 1 and Section 2 have a mix of both townhouses and single-family homes that are covered by the GreenGate guidelines. Three styles are identified in the townhouse development. The elevations that you see before you now are for the model block in Section 1. The styles are Georgian, Greek Revival, and Queen Anne. Construction elements are consistent with what is shown in the pattern book. Each of the three architectural styles has different variations, which are also shown in the plans submitted to the County.

The front and sides of the townhouse units are primarily brick. The rear of the units are fiber cement board. The unit sizes range in widths from 20, 24, and 32 feet. There are height limitations covered in the guidelines of 35 and 45 feet in various areas in the townhouse areas.

This is representative of the elevations for the townhouse units that were submitted. They range from three to four stories in height. Some units have rooftop terraces, as well, as an option.

Single-family homes in Sections 1 and 2 are still being developed. We do have renderings of what these styles will look like. They also have to be consistent with the styles identified in the GreenGate guidelines, and the architectural elements have to be consistent with the pattern book as well. The elevations that were supplied to us at this time primarily show fiber cement board siding on the sides and the rear. The front is unclear as to what is being provided at this time. However, they do have to use brick, stone, stucco, or fiber cement board.

This is what the rear elevation would look like. Here are some more examples of what is intended for the front elevations of the single-family units. These units are 32 feet wide. They will be fronting Graham Meadows Drive on the southern border of the GreenGate development. They are limited to 35 feet in height under the pattern book.

We do have representatives from GreenGate here, Mark Kukoski and Natalie Croft. Mr. Kukoski is going to do a more detailed presentation of the architectural plans. Staff is recommending approval at this time.

Mr. Archer - All right. Are there any questions for Mr. Wilhite from the Commission? No questions. How would you like to proceed? Would you like to hear from the applicant?

Mrs. Marshall - Yes, please.

468
469 Mr. Archer - All right. Will the applicant come forward, please? Good
470 morning, sir.

471
472 Mr. Kukoski - Good morning. Good morning, Mr. Chairman and members of
473 the Planning Commission. I'm Mark Kukoski with Eagle Construction. We're really excited
474 about bringing a new product to GreenGate. We obviously did West Broad Village, and we
475 want to show you some of the things that we picked up on West Broad Village and wanted
476 to make this project even better than what we did at West Broad Village.

477
478 This is a color rendering of our model court that we've shown previously. This is going to be
479 brick on all front sides, and the sides are to be brick as well. As Kevin said, the backs will
480 be cementitious siding. We have the elevations that you just saw. We will have brick on
481 the front and brick on the sides and cementitious siding on the single-family homes. So it
482 will be a quality product, and the architecture is still being defined. We're really excited
483 about the possibilities.

484
485 The different colors of brick that we're looking at, just to give you all the different colors.
486 There will be patterns going through the community and we'll have different displays on
487 that. These are all standard features that we're going to have. The inside of the front entry
488 will have porcelain tile, in the entrance way here. And then there will be stucco siding in
489 there, and again an all brick facade at the front of the building.

490
491 We're going to go into an extra little detail on this project in that we're going to have colored
492 window frames just to give a little bit more feel and depth to that and a contrast so that
493 there will be a lot of character and curb appeal to the units. These are the standard exterior
494 light fixtures that we'll be proposing.

495
496 The interior standard cabinets are going to be standard shaped cabinets in all the kitchens.
497 We'll have nine-foot floors on the first floor and ten-foot floors in the public area with the
498 kitchen, living room, and dining room, and nine feet in the bedroom. So this is going to be
499 a very nice product that we're going to be putting out at GreenGate.

500
501 We're going to have standard granite countertops, and these are the selections we're
502 going to have in the kitchens. On the public floor, the second floor that's going to be ten
503 feet tall, this is going to have standard-width flooring, engineered wood flooring there. And
504 then in all the bathrooms we're going to have standard ceramic tile, and in the laundry
505 rooms. These are the colors of the carpet selections that we're doing in the rest of the
506 areas. All the appliances are going to GE stainless steel with gas cook tops. This is the
507 selection of what we're having for the bathroom fixtures. We're going to have Comfort
508 Height toilets throughout the project, on which we've had great feedback from West Broad
509 Village.

510
511 On the light fixtures, we're offering three manufacturers for standard light fixtures. We think
512 that kind of brings up the scale of the interiors. The other thing we're going to have is a
513 standard upgrade that you can have; instead of an antique gold or white throughout the

community, you can pick one color that's a little bit trendier and have a cleaner inside finish throughout the unit.

This will show you the ten-foot ceilings that we're going to have on the public floors, four-inch casing, and eight-foot doors, which will give a very gracious feel to the townhouses and the houses on the public areas. Again, they will be ten feet, nine feet on the other areas. The stairways within the townhouses and single-family units will have all wood treads on them. The band boards will be wrapped and then a wood banister coming down on that.

Since we have four-story townhouses, we'll have an elevator option with a scissors gate, and each one will be framed in for an elevator if the option is chosen.

This shows you the back of the unit. We're going to have cementitious siding on the back, but we're going to have a ten-foot deck. Everyone will have a two-car garage, and a couple units will have a three-car garage.

What we found out at West Broad Village where we had the rooftop decks—what we're finding is that a lot of people found it was very hot up there. So we're offering an option to have a lanai enclosure so you'll have an open porch on the rooftop, which will be really nice. You'll be able to use it a lot more than the rooftop decks that we have at West Broad Village.

This is an option that we're going to have. It's a Nanawall option, which will open up the rooms on the fourth floor to the rooftop deck. That's just an opening wall that could open up. And again, that's an option.

We just wanted to show you the quality that we're putting into West Broad Village, and we think that the architecture and the quality is going to be remarkable for this part of Henrico.

That ends my presentation.

Mrs. Marshall - So everything that we've seen today is standard except for the things that you said were optional. Is that correct?

Mr. Kukoski - That's right. The Nanawall of course is an option. But the hardwood, the ten-foot ceilings, the eight-foot doors—all of those are standard features. And the granite countertops.

Mrs. Marshall - Okay. If someone chose to move there, then they can just upgrade?

Mr. Kukoski - Yes.

Mrs. Marshall - If they are not happy with what the standard is?

560 Mr. Kukoski - Yes.
561
562 Mrs. Marshall - Okay. Thank you.
563
564 Mr. Witte - I have an elevator question.
565
566 Mr. Kukoski - Sure.
567
568 Mr. Witte - You said you're going to frame that in all of them?
569
570 Mr. Kukoski - Right. There will be closets that stack up the four floors. There
571 will be a pantry or a walk-in closet if you don't choose that option. If you choose the option,
572 there will be an elevator shaft.
573
574 Mr. Witte - Okay. So it'll just reduce some closet space?
575
576 Mr. Kukoski - Right.
577
578 Mr. Witte - It's not going to be a chase going from top to bottom.
579
580 Mr. Kukoski - No.
581
582 Mr. Witte - Excellent.
583
584 Mr. Archer - Any more questions from the Commission?
585
586 Mr. Kukoski - Thank you.
587
588 Mr. Archer - Mrs. Marshall?
589
590 Mrs. Marshall - Mr. Chairman. I move POD2016-00169, GreenGate Section 1
591 – 12121 West Broad Street (U.S. Route 250), architectural plans, be approved subject to
592 the conditions of POD2015-00385, approved by the Planning Commission on October 28,
593 2015.
594
595 Mr. Leabough - Second.
596
597 Mr. Archer - All right. Motion by Mrs. Marshall and seconded by
598 Mr. Leabough. All in favor say aye. All opposed say no. The ayes have it; the motion
599 passes.
600
601 The Planning Commission approved the architectural plans for POD2016-00169, GreenGate
602 Section 1 – 12121 West Broad Street (U.S. Route 250), subject to the annotations on the
603 plans, the standard conditions attached to these minutes for developments of this type.
604

605 Mrs. Marshall - Mr. Chairman, I move POD2016-00213, GreenGate Section 2
606 – 12121 West Broad Street (U.S. Route 250), architectural plans, be approved subject to
607 the conditions of POD2016-00133, approved by the Planning Commission on April 27,
608 2016.

609
610 Mr. Witte - Second.

611
612 Mr. Archer - Motion by Mrs. Marshall, seconded by Mr. Witte. All in favor
613 say aye. All opposed say no. The ayes have it; the motion passes.

614
615 The Planning Commission approved the architectural plans for POD2016-00213, GreenGate
616 Section 2 – 12121 West Broad Street (U.S. Route 250), subject to the annotations on the
617 plans, the standard conditions attached to these minutes for developments of this type.

618
619 Mr. Archer - Thank you, Mr. Wilhite.

620
621 Mr. Emerson - Mr. Chairman, I would just like to add that while the interior
622 finishes and things presented by Mr. Kukoski are very nice and add a lot of quality, those
623 were neither requested nor required by the zoning case nor by the Board or Commission.
624 Just as a point of clarity.

625
626 The next item on your agenda appears on page 16. This is POD2016-00286, Kimley-Horn
627 for CVS 10990 VA, LLC and The Rebkee Company. This item also appears on page 3 of
628 your amended agenda. The staff report will be presented by Mr. Lee Pambid.

629
630 **PLAN OF DEVELOPMENT, LIGHTING PLAN, AND TRANSITIONAL BUFFER**
631 **DEVIATION**

632
POD2016-00286
CVS / Pharmacy Store at
Broad Hill Centre– 12390
West Broad Street

Kimley-Horn for CVS 10990 VA, LLC and The Rebkee Company: Request for approval of a plan of development and lighting plan, ~~and transitional buffer deviation~~ as required by Chapter 24, Section 24-106 and 24-106.2 of the Henrico County Code, to construct a one-story 11,176 square foot pharmacy with drive-through facilities. ~~The transitional buffer deviation would authorize a reduction in width of a required transitional buffer along the northern property line.~~ The 1.55-acre site is located on the north line of West Broad Street (U.S. Route 250), approximately 3,900 feet west of its intersection with North Gayton Road, on parcel 730-765-2396. The zoning is B-2C, Business District and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

633
634 Mr. Archer - All right, thank you, sir. Is there anyone present who is opposed
635 to POD2016-00286, CVS / Pharmacy Store at Broad Hill Centre? I see no opposition.
636 Good morning again, Mr. Pambid.

637 Mr. Pambid - Good morning, Mr. Chairman, members of the Planning
638 Commission.
639

640
641 Proposed is one-story, 11,176-square-foot pharmacy with drive-through facilities. This is
642 the final remaining parcel of the Broad Hill Centre development. The proffers of zoning
643 case C-18C-12 shall apply.
644

645 The proposed structure's primary building materials include red brick with stone pilasters
646 and EIFS cornices. You also have a couple of sign panels.
647

648 A 40-foot enhanced transitional buffer is required along the north property line, which is
649 shared with Saunders Station, a Broad Hill Centre residential condominium parcel. That is
650 this frontage right here. That project, the condo project, is currently under construction.
651 The subject property, which is the CVS property, is zoned B-2C, and the adjacent condo
652 property is zoned R-6C. The applicant proposes a reduction in width from 40 feet to 34-1/2
653 feet by using a six-foot brick wall in the buffer—that's this line right here—which is an
654 allowable alternative in the Zoning Ordinance to reduce the buffer width, so a transitional
655 buffer deviation is not required.
656

657 Also as part of this case is a lighting plan approval. In your addendum you have an
658 additional condition 11B and a lighting plan. The lighting plan proposes seven poles with
659 fixtures mounted at 20 feet in height. And the rest of the plan meets proffered conditions
660 and is otherwise in compliance with the County lighting policy.
661

662 Staff recommends approval subject to the annotations on the plans, standard conditions
663 for developments of this type, and additional conditions 29 through 33, as well as condition
664 11B.
665

666 This concludes my presentation. I can field any questions you have regarding this. Also
667 here is Ryan Perkins with Kimley-Horn (he's the engineer), and Jason Chinnis with The
668 Rebkee Company, the developer of the building, they're also here.
669

670 Mr. Archer - Thank you, sir. Questions from the Commission? No
671 questions. Okay, how should we proceed, Mrs. Marshall?
672

673 Mrs. Marshall - Mr. Chairman, I move POD2016-00286, CVS / Pharmacy
674 Store at Broad Hill Centre, the site plan only, including the lighting plan, be approved
675 subject to the annotations on the plan, the standard conditions for developments of this
676 type, additional conditions 29 through 33 on the agenda, added condition 11B and the
677 lighting plan in the addendum, and added condition 9 amended for the landscape plan. I'd
678 like to defer the architectural plan to the September 28, 2016 meeting.
679

680 Mr. Archer - Okay. Can we do all that in one motion, Mr. Secretary?

681
682 Mr. Emerson - Yes, Mr. Chairman, you can.

683
684 Mr. Witte - Second.

685
686 Mr. Archer - All right. Motion by Mrs. Marshall and seconded by Mr. Witte.
687 All in favor say aye. All opposed say no. The ayes have it; the motion passes.

688
689 Mrs. Marshall, I'd like to compliment you on that motion. It was very well crafted.

690
691 Mr. Emerson - That was quite a lot in one motion.

692
693 The Planning Commission approved the site plan, lighting plan, and landscape plan, with
694 deferral of the architectural plan to September 28, 2016, for POD2016-00286, CVS /
695 Pharmacy Store at Broad Hill Centre subject to the annotations on the plans, the standard
696 conditions attached to these minutes for developments of this type, and the following
697 additional conditions:

- 698
699 **9. AMENDED** – A detailed landscaping plan shall be submitted to the Department of
700 Planning for review and Planning Commission approval prior to the issuance of any
701 occupancy permits.
702 **11B. ADDED:** Prior to the approval of an electrical permit application and installation of
703 the site lighting equipment, a plan including light spread and intensity diagrams,
704 and fixture specifications and mounting heights details shall be revised as
705 annotated on the staff plan and included with the construction plans for final
706 signature.
707 **29.** Outside storage shall not be permitted.
708 **30.** The proffers approved as a part of zoning case C-18C-12 shall be incorporated in
709 this approval.
710 **31.** In the event of any traffic backup which blocks the public right-of-way as a result of
711 congestion caused by the drive-up facilities, the owner/occupant shall close the
712 drive-up facilities until a solution can be designed to prevent traffic backup.
713 **32.** Evidence of a joint ingress/egress and maintenance agreement must be submitted
714 to the Department of Planning and approved prior to issuance of a certificate of
715 occupancy for this development.
716 **33.** The location of all existing and proposed utility and mechanical equipment
717 (including HVAC units, electric meters, junction and accessory boxes, transformers,
718 and generators) shall be identified on the landscape plans. All equipment shall be
719 screened by such measures as determined appropriate by the Director of Planning
720 or the Planning Commission at the time of plan approval.

721
722 Mr. Emerson - Mr. Chairman, we now move along to page 20 of your agenda
723 and page 3 of your amended agenda for POD2016-00298, Timmons Group for GAW LLC
724 and Johnson Development Association Incorporated. The staff report will be presented by
725 Ms. Christina Goggin.

729
730 **PLAN OF DEVELOPMENT AND TRANSITIONAL BUFFER DEVIATION**
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POD2016-00298
JSF Self Storage on Tom
Leonard Drive – 4110
Springfield Church Lane

Timmons Group for GAW, LLC, and Johnson Development Association, Inc.: Request for approval of a plan of development and transitional buffer deviation, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County Code, to construct a three-story 112,860-square-foot self-storage facility. The transitional buffer deviation would allow for an access driveway into and through the site that transitions to a fire lane. The 4.08-acre site is located at the northern terminus of Tom Leonard Drive, and on the southern line of I-64, on parcel 743-762-1862. The zoning is M-1C, Light Industrial District (Conditional), B-2C, Business District (Conditional), and WBSO, West Broad Street Overlay. County water and sewer. **(Three Chopt)**

Mr. Archer - All right. Thank you, Mr. Secretary. Is there anyone present who is opposed to POD2016-00298, JSF Self Storage on Tom Leonard Drive? No opposition. Good morning.

Ms. Goggin - Good morning. As just stated, this proposal is to construct a three-story, 112,860-square-foot self-storage facility.

The building will utilize deep red split face CMU and brick with two tones of EIFS. Gray aluminum windows and faux red roll-up door are provided on all sides of the building to help break up the building mass. I labeled the sides that you can see it from. The submitted elevations blend with the large retail buildings in the vicinity.

A 50-foot proffered and transitional buffer is required and provided along Interstate 64 to the north. A transitional buffer deviation is requested to accommodate the access drive to the site from Tom Leonard Drive due to the fact that an adjacent piece of land to the east is zoned A-1 and the center of the site is zoned B-2C. The access drive is located on the M-1C property, but due to the adjacent zoning, buffers are required. And due to the narrowness of the site, the access aisle and fire lanes have to encroach into the buffer to accommodate the area.

Both the layout and the submitted architectural plans are consistent with proffers associated with rezoning case REZ2016-00011.

Staff does not make recommendations on transitional buffer deviation requests. The applicant, Hunter Dawkins, as well as his engineer, Ryan Ritterskamp, are here to present their request. Should the Commission approve the transitional buffer deviation, the staff recommends approval subject to the annotations on the plan, the standard conditions for

developments of this type, additional conditions 29 and 34 in the handout addendum, and additional conditions 30 through 33 in the agenda.

I would be happy to answer any questions the Commission may have of me.

Mr. Archer - Thank you. Ms. Goggin. Are there questions from the Commission? No questions. All right. Would you like to hear from the applicant?

Mrs. Marshall - Yes, please.

Mr. Archer - Okay. Would the applicant please come forward. Please identify yourself for the record, sir, when you reach the podium.

Mr. Ritterskamp - Good morning, my name is Ryan Ritterskamp with Timmons Group.

Mr. Archer - Good morning, sir.

Mr. Ritterskamp - As Ms. Goggin and Mr. Emerson presented, we are requesting a deviation from the transitional buffer requirements to accommodate the fire lanes and the entrance into the site.

Mr. Archer - All right. Any questions for him?

Mrs. Marshall - The reason is the width of the road? Is that correct?

Mr. Ritterskamp - Yes ma'am, the width of the road and the width of the area between the zoning districts on the site.

Mrs. Marshall - Okay. As far as where the church and the cemetery sit and the fencing along the line of the cemetery, have you thought about addressing the fence?

Mr. Ritterskamp - Yes ma'am. During the time of landscape review, plan review, we will address the fence and either repair or replace it as we work with staff to get the landscape plan approved.

Mrs. Marshall - Okay, thank you. I appreciate that.

Mr. Archer - All right, any further questions? Are you ready, Mrs. Marshall?

Mrs. Marshall - Mr. Chairman, I move that POD2016-00298, JSF Self Storage on Tom Leonard Drive, including the transitional buffer deviation, be approved subject to the annotations on the plans, the standard conditions for developments of this type, and additional conditions 30 through 33 on the agenda, and added conditions 29 and 34 on the addendum.

Mr. Leabough - Second.

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

The Planning Commission approved POD2016-00298, JSF Self Storage on Tom Leonard Drive, including the transitional buffer deviation, subject to the annotations on the plans, the standard conditions attached to these minutes for developments of this type, and the following additional conditions:

29. **ADDED:** The drainage facilities on I-64 shall be approved by the Virginia Department of Transportation and the County.
30. The proffers approved as a part of zoning case REZ2016-00011 and C-51C-03 shall be incorporated in this approval.
31. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.
32. Evidence of a joint ingress/egress and maintenance agreement must be submitted to the Department of Planning and approved prior to issuance of a certificate of occupancy for this development.
33. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junction and accessory boxes, transformers, and generators) shall be identified on the landscape plans. All equipment shall be screened by such measures as determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.
34. **ADDED:** A notice of completion form, certifying that the requirements of the Virginia Department of Transportation for drainage facilities have been completed, shall be submitted to the Department of Planning prior to any occupancy permits being issued.

Mr. Emerson - Mr. Chairman, we now move along to page 22 of your agenda and page 4 of your amended agenda for POD2016-00295, Youngblood, Tyler & Associates for Mark E. Marshall and Bacova LLC. The staff report will be presented by Ms. Aimee Crady.

PLAN OF DEVELOPMENT AND SPECIAL EXCEPTION

POD2016-00295
Bacova Recreation Center
- 12161 Kain Road

Youngblood, Tyler & Associates for Mark E. Marshall and Bacova, LLC: Request for approval of a plan of development, as required by Chapter 24, Sections 24-2, 24-12, 24-52(a), and 24-106 of the Henrico County Code, to construct a private noncommercial recreation center to include a one-story 2,086 square foot clubhouse, 1,100 square foot pool house, and a 5,000 square foot pool. The

3.36-acre site is located approximately 1,800 feet west of Pouncey Tract Road and approximately 1,000 feet south of Kain Road, on part of parcels 737-766-9299, 737-767-9448, and 737-767-8917. The zoning is R-3C, One Family Residential District (Conditional) and A-1, Agricultural District. County water and sewer. **(Three Chopt)**

845
846 Mr. Archer - Thank you, Mr. Secretary. Before we proceed further, I'd like
847 to recognize Mr. Elliott Robinson from the *Richmond-Times Dispatch*. Good morning, sir,
848 nice to see you. All right. Is there anyone present who is opposed to POD2016-00295,
849 Bacova Recreation Center? No opposition. Ms. Crady, good morning.

850
851 Ms. Crady - Good morning. This microphone got shorter this month for
852 some reason. The proposed private recreation center is planned as an amenity for the
853 multiple homes located in the overall Bacova development project. This would include the
854 homes located in future Smith Grove, the Hawksgate development we just did the
855 landscape plan for, Enclave at Bacova, Liesfield Farm at Bacova, and Short Pump Manor
856 here.

857
858 The recreation center will consist of the clubhouse, a pool house, and the pool. The
859 architectural elements are compatible with the Craftsman-style homes that you see in
860 Short Pump Manor currently under construction. The building materials are primarily
861 stacked stone and cementitious siding.

862
863 The pool and patio will be enclosed on all sides either by a fence or the actual buildings
864 themselves. So the use is surrounded by fencing. It's black aluminum fencing. That will
865 ensure controlled access to the facility.

866
867 The conceptual landscape plan is included for informational purposes, and you were given
868 a revised plan in your addendum as well that adds some evergreen supplemental plantings
869 conceptually to provide additional screening to the neighbors to the northwest. There are
870 some homes and driveways in proximity to the property line. We were contacted by Ms.
871 Sandvig and she expressed interest in adding some evergreen material to that area. The
872 applicant has willingly and voluntarily complied with that request, and staff is going to
873 continue to work with the applicant through the landscape plan review to make sure that
874 the areas that are most disturbed are supplemented to everyone's liking to the best of our
875 ability.

876
877 There is also the Liesfield Farm Drive buffer, which is an extension of the buffer you see
878 planted on the north line of what has been construction of Liesfield Farm Drive – that's
879 shown on here, and it continues the sidewalk connection down that road. With the road
880 plans, all of the ten-foot walkways—multipurpose paths will be built along the south line of
881 Liesfield Farm Drive. But on the north side, the sidewalk will be added as developments
882 come in. So there will be a continuous pedestrian connection. And then in addition,
883 according to what we normally see, they'll be getting double, on both sides. This meets

the proffered requirement for the continuous pedestrian connection, as approved with zoning case C-9C-11.

Staff recommends approval subject to the annotations on the plan, the standard conditions for developments of this type, and additional conditions 29 through 33 on the agenda on page 19. Anne Tignor with Youngblood, Tyler & Associates, and Bob Babcock are here to answer any questions you may of the applicant. And I'm happy to answer any questions you may have of staff.

Mr. Archer - All right. Thank you, Ms. Crady. Are there questions for Ms. Crady from the Commission? Okay, no questions. Would you like to hear from the applicant?

Mrs. Marshall - No, no thank you.

Mr. Archer - All right. You may proceed.

Mrs. Marshall - Mr. Chairman, I move that POD2016-00295, Bacova Recreation Center, including the special exception, be approved subject to the annotations on the plan, the standard conditions for developments of this type, and additional conditions 29 through 33 on the agenda.

Mr. Leabough - Second.

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

The Planning Commission approved POD2016-00295, Bacova Recreation Center, including the special exception, subject to the annotations on the plans, the standard conditions attached to these minutes for developments of this type, and the following additional conditions:

29. The subdivision plat for Liesfeld Farm Drive, Section 3 shall be recorded before any occupancy permits are issued.
30. Liesfeld Farm Drive shall be open for public use and access to this site prior to issuance of occupancy permits.
31. A concrete sidewalk meeting County standards shall be provided along the north side of Liesfeld Farm Drive.
32. The proffers approved as a part of zoning case C-9C-11 shall be incorporated in this approval.
33. The developer shall provide signage, the wording and location as deemed appropriate by the Director of Public works, which addresses the possible future extension of any stub street.

Mr. Emerson - Mr. Chairman, we now move along to page 25 of your agenda for POD2015-00537 and POD2015-00538, Silvercore for Gayton Properties LLC. The staff report will be presented by Mr. Greg Garrison.

LANDSCAPE AND LIGHTING PLAN

POD2015-00537 and
POD2015-00538
Manorhouse Assisted
Living – 13500 N. Gayton
Road

Silvercore for Gayton Properties, LLC: Request for approval of a landscape and lighting plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County Code. The 10.05-acre site is located on the west line of north Gayton Road, approximately 350 feet north of Favero Road, on parcel 732-760-0494. The zoning is R-6C, General Residence District (Conditional). County water and sewer. (Three Chopt)

Mr. Archer - All right. Thank you, sir. Is there anyone present who is opposed to POD2015-00537 and POD2015-00538, Manorhouse Assisted Living? No opposition. Good morning, Mr. Garrison.

Mr. Garrison - Good morning. The applicant is requesting approval of a landscape and lighting plan for Manorhouse Assisted Living. The landscape plan provides supplemental plant material in the 60-foot proffered buffer along the northern and western boundaries, which is right in this area here and right here; as well as a 20-foot proffered buffer along the southern boundary, which is back in here; and a 30-foot proffered buffer along the northern boundary, which is up in here. The landscape plan also provides an entrance feature with a landscape boulevard-style entrance and preserved 50-foot buffer along North Gayton Road.

Staff requested supplemental plant material in the service area along the southern property line to better address condition 26 from REZ2014-00051, and the applicant has agreed to that. That would be right in this area here.

Street trees have also been provided to address proffered requirements as well, and that is along the entrance drive here.

The lighting plan meets proffered conditions from REZ2014-00051 with the provision of decorative LED light fixtures that satisfy proffered height and light spread requirements.

Staff did receive a phone call from an adjacent property owner requesting that a larger evergreen species supplement some of the smaller shrubs proposed in the northern buffer up in this area to better mitigate the light spillover. The applicant has agreed to provide that.

964 Staff continues to recommend approval subject to the annotations on the plans and the
 965 standard conditions for landscape and lighting plans. Staff, Steve King with Silvercore, and
 966 Jim Bonnell with Manorhouse are available to answer any questions you may have.
 967
 968 Mr. Archer - All right. Thank you, Mr. Garrison. Any questions for
 969 Mr. Garrison from the Commission? Would you like to hear from the applicant?
 970
 971 Mrs. Marshall - Yes.
 972
 973 Mr. Archer - All right. Would the applicant please come down? Good
 974 morning, sir.
 975
 976 Mr. Bonnell - Good morning. Jim Bonnell with Manorhouse.
 977
 978 Mrs. Marshall - Good morning. Since we have adjacent owners that are
 979 worried about the light spillover and definitely with the closeness to their property line, I
 980 wanted to make sure that we are agreeable in that we're going to add evergreens to that
 981 to buffer them from the light and sound.
 982
 983 Mr. Bonnell - Yes, absolutely. We've talked with neighbors that had
 984 concerns regarding that, and we've agreed to supplement wherever that is needed. I know
 985 that we have a lot of plantings that will be going in that I believe will be field-placed to
 986 address any of those areas that need that, as well as the concern regarding the lighting.
 987 All of the lighting is downward facing, and it is well below the minimum requirements for at
 988 the property line.
 989
 990 Mrs. Marshall - Okay, thank you very much.
 991
 992 Mr. Bonnell - Yes, no problem.
 993
 994 Mr. Archer - All right. Any further questions? All right, Mrs. Marshall.
 995
 996 Mrs. Marshall - Mr. Chairman, I move POD2015-00537 and POD2015-00538,
 997 Manorhouse Assisted Living, the landscape and lighting plan, be approved subject to the
 998 annotations on the plans and the standard conditions for landscape and lighting plans.
 999
 1000 Mr. Leabough - Second.
 1001
 1002 Mr. Archer - Motion by Mrs. Marshall and seconded by Mr. Leabough. All in
 1003 favor say aye. All opposed say no. The ayes have it; the motion passes.
 1004
 1005 The Planning Commission approved POD2015-00537 and POD2015-00538, Manorhouse
 1006 Assisted Living, the landscape and lighting plan, subject to the annotations on the plans
 1007 and the standard conditions attached to these minutes for developments of this type.
 1008

Mr. Emerson - Mr. Chairman, we now move on to page 28 of your agenda and page 5 of your amended agenda for POD2016-00280, E.D. Lewis and Associates PC for Catholic Diocese of Richmond. The staff report will be presented by Mr. Matt Ward.

PLAN OF DEVELOPMENT

POD2016-00280
St. Michael Catholic
Church Lakehouse – 4491
Springfield Road

E.D. Lewis and Associates, P.C. for Catholic Diocese of Richmond: 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, with basement, **11,750 square foot** multi-purpose church facility behind the existing sanctuary. The 1.01-acre portion of the 18.05-acre site is located along the east line of Springfield Road (State Route 157), approximately 1,480 feet north of Hungary Road, on part of parcels 755-762-2582 and 754-762-7855. The zoning is A-1, Agricultural District, R-3AC One-Family Residence District, and C-1, Conservation District. County water and sewer. **(Brookland)**

Mr. Archer - All right. Thank you, Mr. Secretary. Is there anyone present who is opposed to POD2016-00280, St. Michael Catholic Church Lakehouse?

Mr. Witte - Mr. Chairman, I think the gentleman in the back in the peach shirt indicated he might be in opposition.

Male - [Off microphone.] Mr. Witte has a great sense of humor.

Mr. Archer - He must be the pastor. Thank you, sir. Mr. Ward, good morning.

Mr. Ward - Good morning.

This request is to construct a one-story, 11,750-square-foot multipurpose building here on the church campus. The building, known as the Lakehouse, will be for offices, meeting and lecture rooms, as well as a youth and welcome center to the existing campus. The building's main level will be 8,825 square feet and then 2925 square feet for the basement.

Additional features will include a bocce ball court and volleyball court near the existing playground area. The overall plan shows 18 acres, roughly, for the whole site, of which a little over an acre will be disturbed for this particular development proposal. Here's the floor plan to show the layout.

For the architectural, the front elevation of the Lakehouse will face the rear western elevation of the sanctuary, which is internal to the site. Building elevations show a 23-foot-tall building with stone veneer foundation and columns for the front and back entry focal points. The remaining walls consist of vertical cementitious siding. Associated dumpster and HVAC enclosures will be constructed of brick.

1044
1045 This proposal does meet all of the zoning requirements set aside for churches in the
1046 residential district.

1047
1048 Staff recommends approval subject to the annotations on the plan, standard conditions for
1049 developments of this type, and the following conditions 29 through 32 on page 28 of the
1050 agenda.

1051
1052 Mr. Archer - Thank you, Mr. Ward.

1053
1054 Mr. Ward - You're welcome. I'm happy to answer any questions. You also
1055 have Mr. Monte Lewis, engineer, and John Bock, architect, should you have any questions
1056 or discussions for them.

1057
1058 Mr. Archer - Thank you, sir. Any questions from the Commission that
1059 Mr. Ward would be happy to answer? All right. Mr. Witte.

1060
1061 Mr. Witte - I have no questions, and I see no need for the applicant to
1062 come down. With that, Mr. Chairman I move approval of POD2016-00280, St. Michael
1063 Catholic Church Lakehouse, as presented, subject to the annotations on the plan,
1064 standard conditions for developments of this type, and additional conditions 29 through 32
1065 as shown on the agenda.

1066
1067 Mr. Leabough - Second.

1068
1069 Mr. Archer - All right. Motion by Mr. Witte and seconded by Mr. Leabough.
1070 All in favor say aye. All opposed say no. The ayes have it; the motion passes.

1071
1072 The Planning Commission approved POD2016-00280, St. Michael Catholic Church
1073 Lakehouse, subject to the annotations on the plans, the standard conditions attached to
1074 these minutes for developments of this type, and the following additional conditions:

- 1075
1076 29. Outside storage shall not be permitted.
1077 30. The proffers approved as a part of zoning case C-28C-89 shall be
1078 incorporated in this approval.
1079 31. The location of all existing and proposed utility and mechanical equipment
1080 (including HVAC units, electric meters, junction and accessory boxes,
1081 transformers, and generators) shall be identified on the landscape plans. All
1082 equipment shall be screened by such measures as determined appropriate
1083 by the Director of Planning or the Planning Commission at the time of plan
1084 approval.
1085 32. The limits and elevations of the Special Flood Hazard Area shall be
1086 conspicuously noted on the plan and labeled "Limits of Special Flood Hazard
1087 Area." In addition, the delineated Special Flood Hazard Area must be labeled
1088 "Variable Width Drainage and Utility Easement." The easement shall be
1089 granted to the County prior to the issuance of any occupancy permits.

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Mr. Emerson - Mr. Chairman, we now move on to page 30 of your agenda for POD2016-00279, Resource International Limited for Meridian Land Holdings LLC, request for approval of a landscape plan. The staff report will be presented by Mr. Greg Garrison.

LANDSCAPE PLAN

POD2016-00279
Townes of Wistar Woods
– Section 1 – 4511 Wistar
Road

Resource International, LTD for Meridian Land Holdings, 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 11-acre part of the 24.22 acre site is located on the southern line of Wistar Road, approximately 160 feet west of its intersection with Walkenhut Drive, on part of parcel 768-751-1322. The zoning is RTHC, Residential Townhouse District. County water and sewer. **(Brookland)**

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Mr. Archer - All right. Is there anyone present who is opposed to POD2016-00279, Townes of Wistar Woods – Section 1? No opposition. Mr. Garrison.

Mr. Garrison - Good morning again.

The applicant is requesting approval of a landscape plan for the Townes of Wistar Woods. The plan in your agenda meets the minimum requirements and proffered conditions from REZ2014-00006.

Staff can recommend approval subject to the annotations on the plans and the standard conditions for landscape plans.

I'm available to answer any questions that you may have.

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Mr. Archer - All right. Questions for Mr. Garrison? No questions. Mr. Witte.

Mr. Witte - Do we have any opposition?

Mr. Archer - No opposition.

Mr. Witte - Okay. Mr. Chairman, I move approval of the landscape plan for POD2016-00279, Townes of Wistar Woods – Section 1, as presented, subject to the annotations on the plan and standard conditions applicable to landscape plans.

Mrs. Marshall - Second.

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

1127 The Planning Commission approved the landscape plan for POD2016-00279, Townes of
1128 Wistar Woods – Section 1, subject to the standard conditions attached to these minutes
1129 for landscape plans.
1130

1131 Mr. Emerson - Mr. Chairman, next on your agenda this morning is the
1132 consideration of the approval of your 2017 Planning Commission calendar. Staff has
1133 prepared this and all known conflicts have been adjusted for. So if it meets your liking, we
1134 would appreciate your concurrence this morning.
1135

1136 Mr. Archer - All right. Does the Commission need any time to study the
1137 calendar? Have you already done so? All right, can we have a motion for approval?
1138

1139 Mr. Leabough - So moved.
1140

1141 Mr. Witte - Second.
1142

1143 Mr. Archer - Moved and seconded that the 2017 meeting schedule be
1144 approved as presented. All in favor say aye. All opposed say no. The ayes have it; the
1145 motion passes. The calendar is approved.
1146

1147 Mr. Emerson - Thank you, Mr. Chairman. The next item for your consideration
1148 this morning are your minutes from you June 22, 2016 meeting. We do not have an errata
1149 sheet today.
1150

1151 APPROVAL OF MINUTES: June 22, 2016
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1153 Mr. Archer - Apparently, there are no errors; nobody discovered an error in
1154 the minutes. Is there a motion for approval?
1155

1156 Mr. Witte - So moved.
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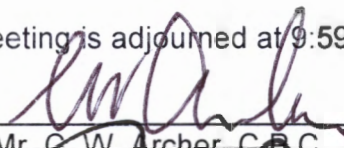
1158 Mrs. Marshall - Second.
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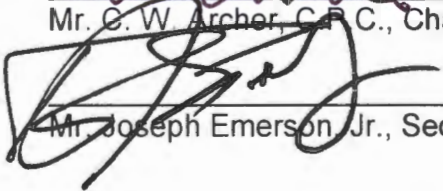
1160 Mr. Archer - Motion by Mr. Witte and seconded by Mrs. Marshall to approve
1161 the minutes. All in favor say aye. All opposed say no. The ayes have it; the motion passes.
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1163 The Planning Commission approved the June 22, 2016 minutes as presented.
1164

1165 Mr. Emerson - Mr. Chairman, prior to your adjournment, I'd like to introduce
1166 you to a new staff member. I've been looking for his fact sheet. It was given to me right
1167 before we walked down here, so it's somewhere attached to my stack of papers here. Mr.
1168 Michael Morris has come to us—Mike, would you stand up?—from Community
1169 Development. He's been serving with the County as a zoning enforcement officer. He
1170 accepted a position with the Planning Department as our planning technician. As you
1171 know, Ms. Kate Teator moved up to a Planner I position, and he is taking her position. We
1172 are very happy to have him. Michael, I apologize for not having all your information. If you'd

1173 tell the Commission how long you've been with the County and your educational
 1174 background, I'd appreciate it.
 1175
 1176 Mr. Archer - While he's coming up, congratulations Ms. Teator.
 1177
 1178 Ms. Teator - [Off microphone.] Thank you.
 1179
 1180 Mr. Witte - Sir, keep it to about 20 minutes.
 1181
 1182 Mr. Morris - I'll cut the fat, then. Michael Morris. I've been with the County
 1183 for a little over two years now. I have a bachelor's degree in Urban Studies from VCU, and
 1184 I obtained a master's degree in Urban and Regional Planning from Hunter College in New
 1185 York City. I'm happy to be on board. I'm very happy to be inside these days with the heat
 1186 wave and looking forward to being a good member of the team.
 1187
 1188 Mr. Archer - Welcome, sir. We're glad to have you.
 1189
 1190 Mr. Morris - Thank you.
 1191
 1192 Mr. Archer - Mr. Morris, that's the last applause you'll ever hear.
 1193
 1194 Mr. Witte - Maybe you misunderstood me. I said 20 minutes not 20
 1195 seconds.
 1196
 1197 Mr. Archer - Anything further, Mr. Secretary?
 1198
 1199 Mr. Emerson - Mr. Chairman, I have nothing further for the Commission this
 1200 morning, other than to remind you that we do have a work session at the August 11th
 1201 meeting. I believe we set that for 5:30, if I remember correctly. It will be on your agenda,
 1202 but I believe we did set that at 5:30. So if you would, just keep that in mind.
 1203
 1204 Mr. Archer - All right. Thank you, sir. We'd like to compliment the staff and
 1205 Mr. Secretary on your fine preparation and expeditious handling of this meeting.
 1206
 1207 Mr. Emerson - Thank you, Mr. Chairman.
 1208
 1209 Mr. Archer - All right, being no further business, motion to adjourn.
 1210
 1211 Mr. Witte - Second.
 1212
 1213 Mr. Archer - Alright, the meeting is adjourned at 9:59 a.m.
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 Mr. C. W. Archer, C.F.C., Chairman


 Mr. Joseph Emerson Jr., Secretary

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 **September 28, 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, or approval by the Director of Planning provided the property is transferred to new ownership no later than 24 months following initial construction plan approval. **(Revised August 2016)**

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 **DATE OF PC MEETING**, 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)**

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 **September 28, 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 **September 27, 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 **September 28, 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 **September 27, 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 **September 28, 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 **September 27, 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 **September 28, 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 **September 27, 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 **September 28, 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 **September 27, 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.