

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, September 28, 2016.
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Members Present: Mr. C. W. Archer, C.P.C., Chair (Fairfield)
Ms. Bonnie-Leigh Jones, C.P.C., Vice-Chair (Tuckahoe)
Mr. Eric Leabough, C.P.C., (Varina)
Mrs. Sandra M. Marshall (Three Chopt)
Mr. Robert H. Witte, Jr., (Brookland)
Mr. R. Joseph Emerson, Jr., AICP,
Director of Planning, Secretary
Mr. Frank J. Thornton,
Board of Supervisors' Representative

Others Present: Ms. Jean Moore, Assistant Director of Planning
Ms. Leslie A. News, PLA, Senior Principal Planner
Mr. Kevin D. Wilhite, C.P.C., AICP, County Planner
Mr. Michael F. Kennedy, County Planner
Ms. Christina L. Goggin, AICP, County Planner
Mr. Tony Greulich, C.P.C., County Planner
Mr. Matt Ward, County Planner
Mr. Gregory Garrison, AICP, County Planner
Mr. Lee Pambid, C.P.C., County Planner
Ms. Aimee B. Crady, AICP, County Planner
Ms. Kate B. McMillion, County Planner
Ms. Sharon Smidler, P.E., Traffic Engineer
Mr. Gary A. DuVal, P.E., Traffic Engineer
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.
10 Please turn off or mute your cell phones. With that, let us rise and pledge allegiance to the
11 flag.
12

13 I don't see anyone here from the press, but if you are here, welcome. Mr. Thornton will be
14 running a little late this morning, but he does plan to attend. To get things underway, I'll
15 turn things over to our secretary, Mr. Emerson. Good morning, sir.
16

17 Mr. Emerson - Good morning, Mr. Chairman. Thank you. The first item on our
18 agenda this morning will be the requests for deferrals and withdrawals. Those will be
19 presented by Ms. Leslie News.
20

21 Ms. News - Good morning, members of the Commission.
22

Mr. Archer - Good morning, Ms. News.

Ms. News - We have two items on our request for deferrals this morning. The first is found on page 21 of your agenda and is located in the Fairfield District. This is POD2015-00555, Walmart Neighborhood Market at Henrico Plaza Shopping Center. The applicant is requesting a deferral to the December 14, 2016 meeting

(Deferred from the July 27, 2016 Meeting)

PLAN OF DEVELOPMENT AND LIGHTING PLAN

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)**

Mr. Archer - Thank you, ma'am. Is there anyone present who is opposed to the deferment of POD2015-00555, Walmart Neighborhood Market at Henrico Plaza Shopping Center? No opposition, so I move that POD2015-00555, Walmart Neighborhood Market at Henrico Plaza Shopping Center, be deferred to the December 14th meeting at the applicant's request.

Ms. Jones - Second.

Mr. Archer - Motion by Mr. Archer and seconded by Ms. Jones. 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 POD2015-00555, Walmart Neighborhood Market at Henrico Plaza Shopping Center, to its December 14, 2016 meeting.

Ms. News - The next item is found on page 24 of your agenda and is located in the Brookland District. This is POD2016-00332, Lidl Grocery Store at 4700 West Broad Street. The applicant is requesting a deferral to the October 26, 2016 meeting.

55 **PLAN OF DEVELOPMENT**
56

POD2016-00332
Lidl Grocery Store at 4700
West Broad Street –
4700 West Broad Street

Bohler Engineering for Colonial Downs, LP: 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 20,000 square foot building and construct a one-story 36,000 square foot grocery store. The 3.12-acre portion of a 3.73-acre site is located on the east line of Maywill Street, approximately 200 feet north of West Broad Street, on parcel 775-736-6146. An additional 0.63-acre portion of the site used primarily for parking is located in the City of Richmond along West Broad Street. The zoning is B-3, Business District. City of Richmond water and sewer. **(Brookland)**

57
58 Mr. Archer - Okay. Is there anyone present who is opposed to this
59 deferment, POD2016-00332, Lidl Grocery Store at 4700 West Broad Street in the
60 Brookland District? No opposition. Mr. Witte.

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62 Mr. Witte - Mr. Chairman, I move deferral of POD2016-00332, Lidl
63 Grocery Store at 4700 West Broad Street, at the request of the applicant, to the October
64 26th meeting.

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66 Ms. Jones - Second.

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

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71 At the request of the applicant, the Planning Commission deferred POD2016-00332, Lidl
72 Grocery Store at 4700 West Broad Street, to its October 26, 2016 meeting.

73
74 Mr. Emerson - Mr. Chairman, that completes the requests for deferrals and
75 withdrawals this morning. Unless the Commission has deferrals they wish to add, the next
76 item on the agenda will be the expedited items. Those will also be presented by Ms. News.

77
78 Mr. Archer - All right. Ms. News.

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80 Ms. News - We have nine items on our expedited agenda this morning.
81 The first is found on page 5 of your agenda and is located in the Three Chopt District. This
82 is a transfer of approval for POD-57-93, Richmond Window Corporation, which was
83 formerly the United Control Company Office/Warehouse. Staff recommends approval.

90 **TRANSFER OF APPROVAL**

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E. Duffy Myrtetus, Esq. for PIII, LLC: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from HC Nichols, LLC and United Control Company to PIII, LLC. The 1.2-acre site is located on the east line of Deep Rock Road, approximately 1,000 feet south of West Broad Street (U.S. Route 250), on parcel 751-758-0472. The zoning is M-1C, Light Industrial District (Conditional) and C-1C, Conservation District (Conditional). County water and sewer. **(Three Chopt)**

Mr. Archer - All right. Is there anyone here who is opposed to this case, the transfer of approval of POD-057-93 (POD2016-00299), Richmond Window Corporation (Formerly United Control Company Office/Warehouse)? I see no opposition. Mrs. Marshall.

Mrs. Marshall - Mr. Chairman, I move the approval of the transfer of approval for POD-057-93 (POD2016-00299), Richmond Window Corporation (Formerly United Control Company Office/Warehouse), as presented, subject to the previously approved conditions, on the expedited 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 the transfer of approval request for POD-057-93 (POD2016-00299), Richmond Window Corporation (Formerly United Control Company Office/Warehouse), from HC Nichols, LLC and United Control Company to PIII, LLC, 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 Varina District. This is a transfer of approval for POD-123-97. This is a part of a POD for Airport Distribution Center Building A, formerly Highwoods Distribution Center. Staff recommends approval.

TRANSFER OF APPROVAL

POD-123-97 (pt)
POD2016-00301
Airport Distribution Center
Building A (Formerly
Highwoods Distribution
Center) – 6601 South
Laburnum Avenue

Angel Heard for MDH NC/VA Portfolio, LLC: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Ila M. Adams and Highwoods/Forsyth Limited Partnership to MDH NC/VA Portfolio, LLC. The 9.86-acre site is located on the east line of Laburnum Avenue, approximately 1,400 feet south of its intersection with Darbytown Road, on parcel 813-700-6207.

The zoning is M-1C, Light Industrial District (Conditional).
County water and sewer. **(Varina)**

Mr. Archer - All right. Is there anyone present who is opposed to this case, POD-123-97 (pt) (POD2016-00301), Airport Distribution Center Building A (Formerly Highwoods Distribution Center)? No opposition. Mr. Leabough.

Mr. Leabough - Mr. Chair, I move that transfer request for POD-123-97 (pt) (POD2016-00301), Airport Distribution Center Building A (Formerly Highwoods Distribution Center), be approved on the expedited agenda.

Mrs. Marshall - Second.

Mr. Archer - Motion by Mr. Leabough 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 transfer of approval request for POD-123-97 (pt) (POD2016-00301), Airport Distribution Center Building A (Formerly Highwoods Distribution Center), from Ila M. Adams and Highwoods/Forsyth Limited Partnership to MDH NC/VA Portfolio, LLC, subject to the standard and added conditions previously approved.

Ms. News - Next on page 7 of your agenda and located in the Tuckahoe District is a transfer of approval for POD2013-00011, Commonwealth Assisted Living at The West End, formerly Meadow Glen of West End. Staff recommends approval.

TRANSFER OF APPROVAL

POD2013-00011	Steven W. Blaine, Esq. for MCAP West End, LLC:
POD2015-00273	Request for transfer of approval as required by Chapter 24,
Commonwealth Assisted	Section 24-106 of the Henrico County Code from Meadow
Living at The West End	Glen of West End, LLC to MCAP West End, LLC. The 8.07-
(Formerly Meadow Glen of	acre site is located along the western line of Gaskins Road,
West End) – 2400 Gaskins	approximately 765 feet south of its intersection with Three
Road	Chopt Road, on parcel 749-754-2538. The zoning is R-6C,
	General Residence District (Conditional) and C-1,
	Conservation District. County water and sewer. (Tuckahoe)

Mr. Archer - All right. Is there anyone present who is opposed to this transfer of approval for POD2013-00011 (POD2015-00273), Commonwealth Assisted Living at The West End (Formerly Meadow Glen of West End)? No opposition.

Ms. Jones - Then I'll move approval of the transfer of approval for POD2013-00011 (POD2015-00273,) Commonwealth Assisted Living at The West End (Formerly Meadow Glen of West End), on the expedited agenda.

Mr. Witte - Second.

156
157 Mr. Archer - Motion by Ms. Jones, seconded by Mr. Witte. All in favor say
158 aye. All opposed say no. The ayes have it; the motion passes.

159
160 The Planning Commission approved the transfer of approval request for POD2013-00011
161 (POD2015-00273,) Commonwealth Assisted Living at The West End (Formerly Meadow
162 Glen of West End), from Meadow Glen of West End, LLC to MCAP West End, LLC, subject
163 to the standard and added conditions previously approved.

164
165 Ms. News - Next on page 8 of your agenda and located in the Fairfield
166 District is a transfer of approval for POD-84-85, Fish World, which was formerly Burger
167 King. Staff recommends approval.

168
169 **TRANSFER OF APPROVAL**

170
POD-84-85 **Jong K. Lim:** Request for transfer of approval as required
POD2015-00531 by Chapter 24, Section 24-106 of the Henrico County Code
Fish World (Formerly from Burger King Corporation to Jong K. Lim. The 0.8-acre
Burger King) – 5146 Nine site is located at the northwest corner of the intersection of
Mile Road Nine Mile Road (State Route 33) and East Cedar Fork
 Road, on parcel 813-725-5418. The zoning is B-2, Business
 District and ASO, Airport Safety Overlay District. County
 water and sewer. **(Fairfield)**

171
172 Mr. Archer - All right. Anyone here opposed to this case, POD-84-85
173 (POD2015-00531), Fish World (formerly Burger King)? No opposition. I move that POD-
174 84-85 (POD2015-00531), Fish World (Formerly Burger King), be approved on the
175 expedited agenda.

176
177 Mr. Witte - Second.

178
179 Mr. Archer - Motion by Mr. Archer and seconded by Mr. Witte. All in favor
180 say aye. All opposed say no. The ayes have it; the motion passes.

181
182 The Planning Commission approved the transfer of approval request for POD-84-85
183 (POD2015-00531), Fish World (Formerly Burger King), from Burger King Corporation to
184 Jong K. Lim, subject to the standard and added conditions previously approved.

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186 Ms. News - The next item is on page 12 of your agenda and located in the
187 Three Chopt District. This is POD2016-00339, Church Road Glen, Section 2. Staff
188 recommends approval.

194 **PLAN OF DEVELOPMENT**
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196
197 POD2016-00339
198 Church Road Glen Section
199 2 – 3004 Crown Grant
200 Road

Bay Companies, Inc for JSC Family LLC & ML Family LLC: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct four single-family detached homes on zero lot lines. The 1.28-acre portion of the overall 7.46-acre site is located on the east line of Crown Grant Road at its intersection with Cedar Station Court, on parcel 744-755-0386 and part of parcel 743-755-9579. The zoning is R-5AC, General Residential District (Conditional). County water and sewer. **(Three Chopt)**

201
202 Mr. Archer - All right. Is there anyone present who is opposed to POD2016-
203 00339, Church Road Glen Section 2? No opposition.

204
205 Mrs. Marshall - Mr. Chairman. I move POD2016-00339, Church Road Glen
206 Section 2, be approved on the expedited agenda subject to the annotations on the plan,
207 the standard conditions for developments of this type, and additional conditions 29 through
208 36 in the agenda.

209
210 Mr. Leabough - Second.

211
212 Mr. Archer - Motion by Mrs. Marshall and seconded by Mr. Leabough. All in
213 favor say aye. All opposed say no. The ayes have it; the motion passes.

214
215 The Planning Commission approved POD2016-00339, Church Road Glen Section 2,
216 subject to the annotations on the plans, the standard conditions attached to these minutes
217 for developments of this type, and the following additional conditions:

- 218
219 29. Roof edge ornamental features that extend over the zero lot line, and which are
220 permitted by Section 24-95(i)(1), must be authorized in the covenants.
221 30. Eight-foot easements for construction, drainage, and maintenance access for
222 abutting lots shall be provided and shown on the POD plans.
223 31. Building permit request for individual dwellings shall each include two (2) copies of a
224 layout plan sheet as approved with the plan of development. The developer may
225 utilize alternate building types providing that each may be located within the building
226 footprint shown on the approved plan. Any deviation in building footprint or
227 infrastructure shall require submission and approval of an administrative site plan.
228 32. Windows on the zero lot line side of the dwelling can only be approved with an
229 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.

34. The subdivision plat for Church Road Glen Section 2 shall be recorded before any building permits are issued.

35. The proffers approved as a part of zoning case REZ2016-00027 shall be incorporated in this approval.

36. 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.

Ms. News - The next item is on page 14 of your agenda and located in the Three Chopt District. This is POD2015-00322, Corner Bakery at Car Care Shopping Center. Staff recommends approval.

(Deferred from the July 27, 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 and Westhampton Properties, Inc.: 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 portion of the overall 5.2-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)

Mr. Archer - Is there anyone here who is opposed to this case, POD2015-00322, Corner Bakery at Car Care Shopping Center? No opposition. Mrs. Marshall.

Mrs. Marshall - Mr. Chairman, I move POD2015-00322, Corner Bakery at Car Care Shopping Center, be approved on the expedited agenda subject to the annotations on the plan, the standard conditions for developments of this type, and additional conditions 29 through 36 in 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 POD2015-00322, Corner Bakery at Car Care Shopping Center, subject to the annotations on the plans, the standard conditions attached to these minutes for developments of this type, and the following additional conditions:

- 263
264 29. Only retail business establishments permitted in a B-3 zone may be located in this
265 center.
266 30. The ground area covered by all the buildings shall not exceed in the aggregate 25
267 percent of the total site area.
268 31. No merchandise shall be displayed or stored outside of the building(s) or on
269 sidewalk(s).
270 32. Outside storage shall not be permitted.
271 33. The proffers approved as a part of zoning case C-12C-88 shall be incorporated in
272 this approval.
273 34. In the event of any traffic backup which blocks the public right-of-way as a result of
274 congestion caused by the drive-up facilities, the owner/occupant shall close the
275 drive-up facilities until a solution can be designed to prevent traffic backup.
276 35. Evidence of a joint ingress/egress and maintenance agreement must be submitted
277 to the Department of Planning and approved prior to issuance of a certificate of
278 occupancy for this development.
279 36. The location of all existing and proposed utility and mechanical equipment
280 (including HVAC units, electric meters, junctions and accessory boxes,
281 transformers, and generators) shall be identified on the landscape plan. All building
282 mounted equipment shall be painted to match the building, and all equipment shall
283 be screened by such measures as determined appropriate by the Director of
284 Planning or the Planning Commission at the time of plan approval.

285
286 Ms. News - The next item is found on page 26 of your agenda and is
287 located in the Three Chopt District. This is POD2016-00341, CVS / Pharmacy Store at
288 Broad Hill Centre. And this is for the architectural. Staff recommends approval.
289

290 **PLAN OF DEVELOPMENT - ARCHITECTURALS ONLY**
291

POD2016-00341
CVS / Pharmacy Store at
Broad Hill Centre –
12410 West Broad Street

The Rebkee Company for CVS 10990 VA, 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, for a previously approved, one story, 11,176 square foot pharmacy with drive-through facilities. The 1.55-acre site is located on the north line of West Broad Street, approximately 3,900 feet west of its intersection with North Gayton Road, on parcel 730-765-2396. The zoning is B-2C, Business District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

292
293 Mr. Archer - Okay. Is there anyone present who is opposed to this case,
294 POD2016-00341, CVS / Pharmacy Store at Broad Hill Centre? No opposition. Mrs.
295 Marshall.
296

Mrs. Marshall - Mr. Chairman, I move POD2016-00341, CVS / Pharmacy Store at Broad Hill Centre, Architecturals, be approved on the expedited agenda subject to the conditions for POD2016-00286, approved previously by the Planning Commission at the July 26, 2016 meeting.

Mr. Witte - Second.

Mr. Archer - Motion by Mrs. Marshall 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 POD2016-00341, CVS / Pharmacy Store at Broad Hill Centre, Architecturals only, subject to the conditions previously approved for POD2016-00286 on July 26, 2016.

Ms. News - Next on page 31 of your agenda and located in the Three Chopt District is POD2016-00374, Medical Office Building at Towne Center West. Staff recommends approval.

PLAN OF DEVELOPMENT AND LIGHTING PLAN

POD2016-00374
Medical Office Building at
Towne Center West – 130
Towne Center West
Boulevard

Willmark Engineering, PLC for 5909 Broad, 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 one-story, 9,585 square foot medical office building in an existing shopping center. The 1.54-acre part of the 42.39-acre site is located on the east line of Towne Center West Boulevard (private), south of its intersection with Blue Ocean Lane (private), on parcel 735-764-4742. The zoning is B-2C, 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 POD2016-00374, Medical Office Building at Towne Center West? I see no opposition. Mrs. Marshall.

Mrs. Marshall - Mr. Chairman, I move POD2016-00374, Medical Office Building at Towne Center West, including the lighting plan, be approved on the expedited agenda subject to the annotations on the plan, the standard conditions for developments of this type, and additional conditions 11B and 29 through 34 in the agenda.

Mr. Witte - Second.

Mr. Archer - Motion by Mrs. Marshall 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 plan of development and lighting plan for POD2016-00374, Medical Office Building at Towne Center West, 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. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting heights details shall be revised as annotated on the staff plan and included with the construction plans for final signature.
29. Only retail business establishments permitted in a B-2 zone may be located in this center.
30. The ground area covered by all the buildings shall not exceed in the aggregate 25 percent of the total site area.
31. No merchandise shall be displayed or stored outside of the building(s) or on sidewalk(s).
32. The proffers approved as a part of zoning case C-49C-04 and C-27C-09 shall be incorporated in this approval.
33. Evidence of a joint ingress/egress and maintenance agreement must be submitted to the Department of Planning and approved prior to issuance of a certificate of occupancy for this development.
34. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junctions and accessory boxes, transformers, and generators) shall be identified on the landscape plan. All building mounted equipment shall be painted to match the building, and all equipment shall be screened by such measures as determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.

Ms. News - The final item is on page 35 of your agenda and located in the Fairfield District. This is POD2015-00020, Eastgate Town Center landscape plan. Staff recommends approval.

LANDSCAPE PLAN

POD2015-00020
Eastgate Town Center –
4869 Nine Mile Road

Balzer and Associates, Inc. for Eastgate Town Center, LLC and Bromont Group: 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 31.41-acre site is part of a 44.056-acre shopping center, and is located on the south line of Nine Mile Road (State Route 33) and the north line of Colwyck Drive, approximately 750 feet east of its intersection with South Laburnum Avenue, on parcels 812-723-1394, part of 811-723-6565, and 812-724-7116. The zoning is B-3C, Business District (Conditional), M-1C, Light Industrial District (Conditional), and ASO, Airport Safety Overlay District. County water and sewer. **(Fairfield)**

Mr. Archer - All right. Is there anyone present who is opposed to this landscape plan, POD2015-00020, Eastgate Town Center? No opposition, therefore I move approval of the landscape plan POD2015-00020, Eastgate Town Center, subject to the annotations on the plan, the staff recommendation, and standard conditions for landscape plans of this type.

Ms. Jones - Second.

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

The Planning Commission approved the landscape plan for POD2015-00020, Eastgate Town Center, subject to the standard conditions for landscape plans.

Ms. News - That completes our expedited agenda.

Mr. Emerson - Mr. Chairman, we have completed the deferrals, withdrawals, and expedited items. Next on the agenda are Subdivision Extensions and Withdrawals of Conditional Approval. Those will be presented by Ms. Kate McMillion. There will be one action item on this agenda item.

SUBDIVISION EXTENSIONS AND WITHDRAWALS OF CONDITIONAL APPROVAL

EXTENSIONS - FOR INFORMATIONAL PURPOSES ONLY

Subdivision	Original No. of Lots	Remaining Lots	Previous Extensions	Magisterial District	Recommended Extension
SUB2015-00118 Holloway at Wyndham Forest (September 2015 Plan)	97	3	0	Three Chopt	September 27, 2017
SUB2015-00106 GreenGate (September 2015 Plan)	248	110	0	Three Chopt	October 12, 2017

SUBDIVISION WITHDRAWAL REQUESTS

Subdivision	Original No. of Lots	Remaining Lots	Previous Extensions	Magisterial District
SUB2008-00170 (SUB-017-05) Sweetbay Hill (October 2005 Plan)	144	144	5	Fairfield

394 Mr. Archer - Good morning, Ms. McMillion.
 395
 396 Ms. McMillion - Good morning.
 397
 398 Mr. Archer - How are you?
 399
 400 Ms. McMillion - Good. There are two informational conditional subdivision
 401 extensions and one which is for withdrawal on the agenda this morning.
 402
 403 The map indicates in red the two subdivisions that are presented for extensions of the
 404 conditional approval. Both cases are located in the Three Chopt District and are eligible
 405 for one-year extensions. These do not require Commission action and are for informational
 406 purposes only.
 407
 408 The map also indicates in blue the location of the Sweetbay Hill (October 2005 plan) which
 409 is presented for a withdrawal request of conditional approval. It is located in the Fairfield
 410 District. This area was subject to the River Mill rezoning case, which was approved
 411 recently by the Board of Supervisors. This withdrawal request requires Commission action.
 412
 413 I am available for any questions you may have.
 414
 415 Mr. Archer - All right. Are there any questions for Ms. McMillion? No
 416 questions. Mr. Secretary, do we need a motion to allow the withdrawal?
 417
 418 Mr. Emerson - Yes sir, we do.
 419
 420 Mr. Archer - I haven't seen a lot of these in my life.
 421
 422 Mr. Emerson - You don't see too many of these.
 423
 424 Mr. Archer - Okay. I move that the withdrawal request be granted.
 425
 426 Ms. Jones - Second.
 427
 428 Mr. Archer - Motion by Mr. Archer and seconded by Ms. Jones. All in favor
 429 say aye. All opposed say no. The ayes have it; the motion passes.
 430
 431 At the request of the applicant, the Planning Commission approved the withdrawal request
 432 of conditional approval for SUB2008-00170 (SUB-017-05), Sweetbay Hill (October 2005
 433 Plan).
 434
 435 Mr. Emerson - Mr. Chairman, we now move into your regular agenda on page
 436 4 for POD-132-87 (POD2015-000428) David Bernstein for BPC/Larkspur Wistar LLC. This
 437 is a request for transfer of approval. The staff report will be presented by Mr. Greg
 438 Garrison.
 439

440 **TRANSFER OF APPROVAL**

441
POD-132-87
POD2015-00428
Wistar Center – 8101
Staples Mill Road (U.S.
Route 33)

David Bernstein for BPC/Larkspur Wistar, LLC: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from JCD Properties LTD and US Bank to BPC/Larkspur Wistar, LLC. The 5.13-acre site is located along the east line of Staples Mill Road, approximately 338 feet north of its intersection with Wistar Road, on parcel 771-752-8623. The zoning is M-1C, Light Industrial District (Conditional). County water and sewer. **(Brookland)**

442
443 Mr. Archer - All right. Is there anyone present who is opposed to this
444 transfer of approval for POD-132-87 (POD2015-00428), Wistar Center? No opposition.
445 Mr. Garrison.

446
447 Mr. Garrison - Good morning.

448
449 Mr. Archer - Before you begin, let me welcome Mr. Thornton to the meeting.
450 Good morning, sir.

451
452 Mr. Thornton - Good morning.

453
454 Mr. Archer - Go ahead, Mr. Garrison.

455
456 Mr. Garrison - The applicant has done a significant amount of work that
457 included a facade renovation, as well as addressing the site deficiencies, which included
458 missing landscaping. The new owner does accept and agree to be responsible for
459 continued compliance with the conditions of the original approval, and staff can
460 recommend approval of this transfer request.

461
462 I'm available to answer any questions that you have.

463
464 Mr. Archer - Thank you, Mr. Garrison. Questions for Mr. Garrison?

465
466 Mr. Witte - Mr. Chairman, I move approval of TOA POD-132-87
467 (POD2015-00428), Wistar Center - 8101 Staples Mill Road, subject to the previously
468 approved conditions and annotations on the plans. We do not have any additional
469 conditions.

470
471 Mrs. Marshall - Second.

472
473 Mr. Archer - All right. Motion by Mr. Witte and seconded by Mrs. Marshall.
474 All in favor say aye. All opposed say no. The ayes have it; the motion passes.
475

476 The Planning Commission approved the transfer of approval request for POD-132-87
477 (POD2015-00428), Wistar Center, from JCD Properties LTD and US Bank to
478 BPC/Larkspur Wistar, LLC, subject to the standard and added conditions previously
479 approved.

480
481 Mr. Emerson - Mr. Chairman, we now move to page 9 of your agenda for
482 POD2015-00391, Bay Companies Incorporated for Ample Storage, Three Chopt, LLC and
483 Richmond Retirement RES II, LLC. The staff report will be presented by Mr. Matt Ward.

484
485 *(Deferred from the June 22, 2016 Meeting)*

486 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

487
POD2015-00391
Ample Storage – Three
Chopt Road – 10210
Three Chopt Road

Bay Companies, Inc. for Ample Storage Three Chopt, LLC and Richmond Retirement RES II, LLC: Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to demolish an existing single family home and construct two, two-story self-service storage facilities, totaling 120,190 square feet. The 3.78-acre site is located on the east line of Three Chopt Road, approximately 420 feet north of its intersection with Gaskins Road, on parcel 750-755-0814 and part of parcel 749-755-4576. The zoning is B-2C, Business District (Conditional) and R-6C, General Residence District (Conditional). County water and sewer. **(Tuckahoe)**

488
489 Mr. Archer - All right, thank you, sir. Is there anyone present who is opposed
490 to POD2015-00391, Ample Storage – Three Chopt Road, in the Tuckahoe District? Ms.
491 Jones.

492
493 Ms. Jones - Well, Mr. Ward.

494
495 Mr. Archer - Oh, I'm sorry.

496
497 Mr. Ward - Good morning, Commission.

498
499 Mr. Archer - I saw you standing there.

500
501 Mr. Ward - She's more than welcome to present. Just kidding.

502
503 Okay, the applicant is requesting approval to construct two 2-story self-storage buildings
504 totaling approximately 120,190 square feet. Both buildings will be fully enclosed. And
505 building B that you see towards the back of the site will have a basement. This is the
506 building that will have the basement added.

Approval of the lighting plan has actually been removed at this time of the request. That will come back later with the landscape plan review.

An existing ingress and egress drive here along the northeast end of Three Chopt Road and located on the adjacent property, which is Dogwood Terrace, will be utilized as a shared access, which has been described in the proffers of zoning case C-16C-04. Right-of-way dedication also along Three Chopt Road is shown to accommodate the widening and sidewalks there to the ultimate right-of-way width. The County sidewalk and a 50-foot buffer will be along Three Chopt Road here, as well as 25-foot landscape buffers around the perimeter of the site, which are the northern/western/southern boundaries. Several large trees and mature vegetation will be preserved and maintained in those 25-foot buffer areas to help supplement the 25-foot transitional buffer standards, as indicated in the proffers. And also that landscape plan, as I said earlier, with the lighting plan will return to the Planning Commission for review and approval.

Additional site improvements include a 10-foot brick screen wall here to help minimize any impacts from the dumpster and loading areas between the two buildings. And also, smaller screen walls have been added to screen the ground-mounted HVACs here that you see beside the buildings.

The nice elevations that have been submitted do match what was provided at the time of proffers. They specify that buildings will be of brick and glass combined with architectural elements to match that of the proffered exhibit, which these do. A mixture of materials has been used, as you can see: the red brick, glass with the office-style architecture, as well as a lighter brick soldier course and dryvit upper wall bands, and then metal features to tie in that over the storefront entrances. Each building does have two towers provided for extra interest, considering the metal roof, awnings, and aluminum storefronts.

This facility will conduct business between the hours of 6 a.m. and 10 p.m. per the zoning case. Trash pickup will be between 8 a.m. and 5 p.m. Monday through Friday. There will be no trash pickup Saturdays or Sundays per the provisional use permit.

At this time, staff can recommend approval as the site plan and architectural renderings are consistent with the zoning case and the proffers, as well as the Zoning Ordinance. Staff recommends approval based on the annotations on the plan, the standard conditions for developments of this type, and the following conditions 9 amended—we need to delete 11B and change that to add 11 amended, and then additional conditions 29 through 39.

This does conclude the presentation. I'm happy to answer any questions. We do have Dan Caskie, engineer with Bay Companies, and Terry Wethington with Ample Storage, should you have any questions of them.

Mr. Archer - Thank you, Mr. Ward.

Mr. Ward - You're welcome.

554 Mr. Archer - Are there questions for Mr. Ward from the Commission?
555
556 Ms. Jones - I did ask Mr. Ward to please come and present the staff report
557 on this case because it's been with us for a while. Many, many months. I'm thrilled to see
558 it up here for public hearing and moving along. Golly, this may have even predated
559 Mrs. Marshall. So it honestly has been here quite a while.
560
561 I am so happy that the signatures have been obtained. Any time you have shared access
562 and need agreements it tends to take a while, so that's what has been our issue. Happy
563 to see it here.
564
565 Unless somebody has questions of any kind, I'll just thank the folks that have been hanging
566 in. Mr. Caskie and Mr. Wethington, nice to see you again. It's a beautiful building. It's a
567 well-constructed site, and I'm happy to see it's a state-of-the art facility such as we've seen
568 some other places. And we're happy to welcome it to this location.
569
570 So, unless somebody has anything else, I will make a motion.
571
572 Mr. Archer - Go right ahead, Ms. Jones.
573
574 Ms. Jones - This is for the approval of the plan of development for
575 POD2015-00391, Ample Storage – Three Chopt Road. This case is being recommended
576 for approval to the Board (sic) subject to annotations on the plan, standard conditions for
577 developments of this type, and the following additional conditions, which are listed in your
578 agenda. They will be 9 amended, 11 amended, because our lighting plan is coming back
579 for review, 11B deleted, and 29 through 39.
580
581 Mr. Witte - Second.
582
583 Mr. Archer - Motion by Ms. Jones, seconded by Mr. Witte. All in favor say
584 aye. All opposed say no. The ayes have it; the motion passes.
585
586 The Planning Commission approved POD2015-00391, Ample Storage – Three Chopt
587 Road, subject to the annotations on the plans, the standard conditions attached to these
588 minutes for developments of this type, and the following additional conditions:
589
590 9. **AMENDED** - A detailed landscaping plan shall be submitted to the Department of
591 Planning for review and Planning Commission approval prior to the issuance of any
592 occupancy permits.
593 11. **AMENDED** - Prior to the approval of an electrical permit application and installation
594 of the site lighting equipment, a plan including depictions of light spread and
595 intensity diagrams, and fixture specifications and mounting height details shall be
596 submitted for Department of Planning review and Planning Commission approval.
597 11B. ~~DELETED - Prior to the approval of an electrical permit application and installation~~
598 ~~of the site lighting equipment, a plan including light spread and intensity diagrams,~~
599 ~~and fixture specifications and mounting heights details shall be revised as~~

600 ~~annotated on the staff plan and included with the construction plans for final~~
601 ~~signature.~~

- 602 29. The right-of-way for widening of Three Chopt Road as shown on approved plans
603 shall be dedicated to the County prior to any occupancy permits being issued. The
604 right-of-way dedication plat and any other required information shall be submitted
605 to the County Real Property Agent at least sixty (60) days prior to requesting
606 occupancy permits.
- 607 30. A concrete sidewalk meeting County standards shall be provided along the
608 northeast side of Three Chopt Road.
- 609 31. There shall be no outdoor storage in moveable storage containers including, but
610 not limited to, cargo containers and portable on demand storage containers.
- 611 32. Outside storage shall not be permitted.
- 612 33. The proffers approved as a part of zoning case REZ2014-00049 shall be
613 incorporated in this approval.
- 614 34. The conditions approved as part of provisional use permit PUP2014-00018 shall be
615 incorporated in this approval.
- 616 35. Details for the gate and locking device at the emergency access road shall be
617 submitted for review by the Traffic Engineer, Police and approved by the County
618 Fire Marshal. The owner or owner's contractor shall contact the County Fire
619 Marshal prior to completion of the fence installation to test and inspect the
620 operations of the gates. Evidence of the Fire Marshal's approval shall be provided
621 to the Department of Planning by the owner prior to issuance of occupancy permits.
- 622 36. Approval of the construction plans by the Department of Public Works does not
623 establish the curb and gutter elevations along the Henrico County maintained right-
624 of-way. The elevations will be set by Henrico County.
- 625 37. The owners shall not begin clearing of the site until the following conditions have
626 been met:
- 627 (a) The site engineer shall conspicuously illustrate on the plan of development
628 or subdivision construction plan and the Erosion and Sediment Control Plan,
629 the limits of the areas to be cleared and the methods of protecting the
630 required buffer areas. The location of utility lines, drainage structures and
631 easements shall be shown.
 - 632 (b) After the Erosion and Sediment Control Plan has been approved but prior to
633 any clearing or grading operations of the site, the owner shall have the limits
634 of clearing delineated with approved methods such as flagging, silt fencing
635 or temporary fencing.
 - 636 (c) The site engineer shall certify in writing to the owner that the limits of clearing
637 have been staked in accordance with the approved plans. A copy of this
638 letter shall be sent to the Department of Planning and the Department of
639 Public Works.
 - 640 (d) The owner shall be responsible for the protection of the buffer areas and for
641 replanting and/or supplemental planting and other necessary improvements
642 to the buffer as may be appropriate or required to correct problems. The
643 details shall be included on the landscape plans for approval.

- 644 38. Evidence of a joint ingress/egress and maintenance agreement must be submitted
645 to the Department of Planning and approved prior to issuance of a certificate of
646 occupancy for this development.
647 39. The location of all existing and proposed utility and mechanical equipment
648 (including HVAC units, electric meters, junction and accessory boxes, transformers,
649 and generators) shall be identified on the landscape plans. All equipment shall be
650 screened by such measures as determined appropriate by the Director of Planning
651 or the Planning Commission at the time of plan approval.
652

653 Mr. Emerson - Mr. Chairman, as a point of clarification on that motion, this is
654 an administrative approval by the Commission, so it doesn't—
655

656 Ms. Jones - Excuse me, absolutely. That just came out. Sorry.
657

658 Mr. Emerson - Sure. Based on the actions you take, that's understandable. I
659 just wanted to make sure it was clear.
660

661 Ms. Jones - Sorry.
662

663 Mr. Archer - Thank you, Mr. Secretary.
664

665 Ms. Jones - This is an approval.
666

667 Mr. Emerson - This is your approval.
668

669 Mr. Chairman, we now move on to page 16 of your agenda and also page 1 of your
670 amended agenda for POD2016-00014, Timmons Group for Bon Secours Richmond
671 Health System and PETRA. The staff report will be presented by Mr. Lee Pambid.
672

673 *(Deferred from the July 27, 2016 Meeting)*
674

674 **PLAN OF DEVELOPMENT**
675

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 medical office building up to five stories in height and 125,000 square feet in area. 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)**

676

Mr. Archer - All right. Is there anyone present who is opposed to POD2016-00014, Bon Secours Short Pump at Broad Hill Centre – Revised? Good morning, Mr. Pambid.

Mr. Pambid - Good morning.

This proposal revises a previously approved plan of development that was approved on May 28, 2014, for the site which includes two multi-story medical office buildings. Medical Pavilion 1 was with an emergency department, and Medical Pavilion 2 had primarily offices. The plan also proposed a pedestrian plaza containing water features, additional pedestrian connections and green spaces throughout the parking lots, a roundabout, and a linear park along Bon Secours Parkway.

This is a picture of Medical Pavilion 1. Again, it's a two-story, 49,750-square-foot, primarily red brick building with a light grey colored manufactured stone base and fiberglass columns that are light grey in color. This is the entrance to the emergency department. And again, the building continues to face West Broad Street.

Medical Pavilion 2 is shown with a general footprint, and no revised architectural drawings have been received or are being considered for approval at this time. An approval for a building up to five stories in height and 125,000 square feet in area is requested. Per added condition #34 found in your addendum, the Planning Commission will consider the Pavilion 2 architectural drawings at such time in the future when the applicant is prepared to move forward. And the layout and civil plans may be reviewed and considered administratively.

The development is segmented into two phases. Phase 1 of the development includes Medical Pavilion 1. That's down here, and you have all the parking that's associated and required for that, as well as the BMP. And it has terraced seating and an added water feature. And then there is also this linear park along Bon Secours Parkway. Also included in Phase 1 is a part of the proposed pedestrian connection between the two buildings.

Phase 2 includes Medical Pavilion 2, which is up here. And again, it's shown with a generic footprint. All associated parking, that's the balance, so keep in mind that this parking down here is not part of Phase 1, but part of Phase 2. That will remain un-built until they're ready to move forward with Medical Pavilion 2. This is the rest of the pedestrian connection here.

The plan continues to feature a significant amount of parking lot landscaping and pedestrian connections throughout, but the previously approved roundabout and campanile, as well as the central water feature in the pedestrian connection, have been deleted. Again, the water feature has been moved to the BMP. Other pedestrian amenities have been substituted in the central walkway.

This is the concept plan that illustrates the pedestrian amenities with landscaping and focal points along the walkway between the two medical pavilions. This is Medical Pavilion 1 over here. So Broad Street is down here. And then you have Medical Pavilion 2 on the

722 right side. The water feature again will be in the approved BMP, and half of the pedestrian
 723 walkway is within Phase 2. Again, that's in the future.
 724
 725 Staff recommends approval subject to the annotations on the plan, the standard conditions
 726 for developments of this type, and the additional conditions listed on the agenda and in
 727 the addendum.
 728
 729 This concludes my presentation, and I can now field any questions you have regarding
 730 this. We also have the applicants here, Kevin Barr and Cabell Ackerly with Bon Secours;
 731 Chris Sibold, the engineer with Timmons; and Jim Theobald.
 732
 733 Mr. Archer - Thank you, Mr. Pambid. Are there questions from the
 734 Commission?
 735
 736 Mrs. Marshall - I'd like to hear from the applicant, please.
 737
 738 Mr. Pambid - Yes, ma'am.
 739
 740 Mr. Archer - All right. Will the applicant please come forward.
 741
 742 Mr. Theobald - Good morning, Mr. Chairman, ladies and gentlemen, I'm Jim
 743 Theobald here this morning on behalf of Bon Secours.
 744
 745 Mr. Archer - Good morning, Mr. Theobald.
 746
 747 Mr. Theobald - Good morning. We have reviewed the proposed conditions
 748 and are in agreement with them. We will be happy to answer any questions. Hoping you
 749 don't have any engineering questions or the wrong person has come forward.
 750
 751 Mr. Archer - All right. Mr. Theobald is open for questioning.
 752
 753 Mrs. Marshall - Mr. Theobald, do we have a picture of the previous submission
 754 by Bon Secours for what was originally planned for this location?
 755
 756 Mr. Theobald - I do have one in my briefcase that we can put on the light table
 757 if you would like.
 758
 759 Mrs. Marshall - Mr. Pambid, do we have one?
 760
 761 Mr. Pambid - We have one on the slide show as well.
 762
 763 Mrs. Marshall - Can we see that, please?
 764
 765 Mr. Pambid - Sure. Excuse me. It's just the color rendering that was
 766 approved at that time.
 767

768 Mrs. Marshall - Yes.
769
770 Mr. Pambid - Okay. This one?
771
772 Mrs. Marshall - Yes.
773
774 Mr. Pambid - Okay.
775
776 Mrs. Marshall - Mr. Theobald, originally this was what Bon Secours came
777 forward with to bring to the County. I can sit here and say that Mr. Branin and I and most
778 people here were very excited that this was what was coming to the County. Bon Secours
779 where it sits, if you're coming off 288 or coming from Goochland, it's going to be our focal
780 point when you enter the County. It says "Welcome to Henrico County." I know that we've
781 had many meetings over this. If you could explain to myself and the Commission why we
782 went from building this to the slide that we're looking at for approval today.
783
784 Mr. Theobald - This building was proposed as we were beginning our
785 discussions with a joint venture partner. Bon Secours did not need all the space in this
786 building, and so we were joint venturing, or attempting to, with a party who would undertake
787 and be responsible for the leasing of the balance of the building. Those negotiations did
788 not materialize. We submitted a revised elevation for your consideration, which did not
789 meet with favor. We began additional meetings with you, Mr. Branin, and Mr. Emerson
790 and others. Came back with an additional rendering that caused a few more suggestions
791 to be made. I think we were challenged to see if we couldn't find a way to build the four-
792 story building.
793
794 So we took 60 days, and we tried to reengage the venture partner in doing the four-story
795 building. We spent considerable time and effort in trying to do that. Ultimately, the
796 development partner did not think he could make it work. So as such, given the healthcare
797 economy, you just can't build a four-story building if you need two, so we went back to
798 work with the elevations. We came back with what I think is a very handsome building with
799 the columns and the brick, and more importantly, consistent with the proffered elevations
800 in the original zoning case.
801
802 Mrs. Marshall - Any questions from anybody else?
803
804 Mr. Archer - Any questions from anyone else? I don't think so,
805 Mrs. Marshall.
806
807 Mrs. Marshall - Okay. Thank you, Mr. Theobald.
808
809 Mr. Theobald - Thank you.
810
811 Mrs. Marshall - Mr. Chairman, I move POD2016-00014, Bon Secours Short
812 Pump at Broad Hill Centre – Revised, be approved subject to the annotations on the plans,

standard conditions for developments of this type, additional conditions 29 through 33 in the agenda, and added condition 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 POD2016-00014, Bon Secours Short Pump at Broad Hill Centre – Revised, 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. Outside storage shall not be permitted.
30. In order to maintain the effectiveness of the County's public safety radio communications system within buildings, the owner will install radio equipment that will allow for adequate radio coverage within the building, unless waived by the Director of Planning. Compliance with the County's emergency communication system shall be certified to the County by a communications consultant within ninety (90) days of obtaining a certificate of occupancy. The County will be permitted to perform communications testing in the building at anytime.
31. The proffers approved as a part of zoning case C-18C-12 shall be incorporated in this approval.
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** - The architectural elevations and floor plans for Medical Pavilion 2 shall be submitted for staff review and Planning Commission approval prior to submission of a building permit application for that structure.

Mr. Emerson - Mr. Chairman, we now move on to page 18 of your agenda and page 2 of your amended agenda for POD2016-00375, Timmons Group for 1701 Byrd Avenue, LLC. The staff report will be presented by Mr. Lee Pambid.

PLAN OF DEVELOPMENT AND TRANSITIONAL BUFFER DEVIATION

POD2016-00375
Faison Center Master Plan
and School Expansion –
1701 Byrd Avenue

Timmons Group for 1701 Byrd Avenue, LLC 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 five

buildings, including a three-story, 18,609-square-foot school addition to an existing school building; a two-story, 15,639-square-foot office and classroom building; a two-story, 11,492 square foot classroom building; a one-story, 9,868-square-foot gymnasium and community center building; and a two-story, 11,758-square-foot retail and medical office building. The applicant requests a transitional buffer deviation to authorize a 15-foot reduction in the width of the required buffer along the southern property line. The 6.41-acre site is located at the northeast corner of the intersection of Byrd Avenue and Fitzhugh Avenue, approximately 1,100 feet west of West Broad Street, is bound by Byrd Avenue, Markel Road, Willow Lawn Drive, and Fitzhugh Avenue, and includes parcels 772-737-4775, 772-737-7160, and 772-737-8634. The zoning is B-2, Business District. County water and sewer. **(Brookland)**

855
856 Mr. Archer - Thank you, Mr. Secretary. Is there anyone present who is
857 opposed to POD2016-00375, Faison Center Master Plan and School Expansion?

858
859 Mr. Witte - We have one.

860
861 Mr. Archer - We do? Okay. All right, we'll get to you. All right, Mr. Pambid,
862 go right ahead, sir.

863
864 Mr. Pambid - Good morning, again.

865
866 Proposed is a master plan for the expansion of an existing private school campus for
867 autistic students. Five buildings ranging from two to three stories are proposed, containing
868 classrooms, offices, a gymnasium and community center, as well as retail and medical
869 offices along Willow Lawn Drive.

870
871 Just to orient everybody, this is the existing school. This is Byrd Avenue here. Building 1
872 is an addition to the existing building. This is labeled as Building 2, which will be their admin
873 building. This is Building 3 in the middle. The community center and gymnasium is Building
874 4 that will be connected to Building 3. And this is Building 5 at the intersection of Fitzhugh
875 and Willow Lawn.

876
877 This is representative of all the architecture that is proposed. All buildings feature light grey
878 colored masonry veneer, such as this here, and metal or composite paneling of different
879 colors for each of the five buildings. The buildings range in height between 25 feet, 2 inches
880 in overall height to the top of the parapet for Building 2, which is the administrative and
881 classroom building, to 45 feet in overall height to the top of the parapet for the Building 1
882 classroom addition. That is shown on the screen.

884 I won't flip through all the different buildings, but as you can see, they do change the
885 coloring of the composite metal panels throughout. Here is another example.

886
887 A transitional buffer deviation of 15 feet is requested from the required Transitional Buffer
888 25 between business and residential zoning districts on Fitzhugh Avenue. The frontage in
889 question is along Fitzhugh here. So, 25 feet in width can be met here, so no transitional
890 buffer is needed. It is required but not needed. And the frontage in question again is from
891 here down to this location here.

892
893 This would leave a 10-foot-wide planting area along Fitzhugh, and they have that on their
894 property line directly behind the curb line here. No screen wall is proposed or desired. The
895 applicant proposes additional plantings within the Fitzhugh Avenue right-of-way, which will
896 require a maintenance agreement with the Department of Public Works. The applicant
897 intends to satisfy the planting quantities of the Transitional Buffer 25. Staff customarily
898 does not make recommendations on transitional buffer deviations; however, we have no
899 objections to this request.

900
901 The staff has received input from multiple adjacent property owners having safety and
902 convenience concerns regarding traffic congestion at various times during the school day,
903 the amount of existing on-campus parking, the loss of open space and obstructed views,
904 and the amount of available on-street parking in the immediately surrounding
905 neighborhoods and streets. Staff has also received one letter of support.

906
907 Since the printing of the agenda, the plan you see here was received, and that illustrates
908 a revised parking layout for the main campus; the dumpster location and parking layout
909 adjustments for the Building 5 site down here; and adequate alignment and entrance
910 spacing across from Cutshaw Place. Furthermore, the Department of Public Works, Traffic
911 Division, has received a request and granted a waiver of the required right-of-way
912 dedication 52 feet from centerline of Willow Lawn Drive and can recommend approval of
913 the plan of development.

914
915 A letter detailing the construction sequence has also been received from the applicant,
916 and the four main points of the sequence include:

- 917
918 1. Faison currently has approximately 100 existing spaces, and as part of the
919 construction of Phase 1, they will increase the onsite parking to approximately 150
920 spaces. They will be adding an additional row. This is representative of that Phase
921 1 parking plan. This parking lot work will be completed prior to the commencement
922 of the new building construction.
- 923 2. In addition to the construction of the permanent parking lot improvements as
924 described in number one above, Faison will also install some temporary gravel
925 construction worker parking in the field behind the school building.
- 926 3. Construction safety is a consideration. Faison will implement the following:
- 927 a. The new building will be fully fenced and secured throughout the construction
928 period.

- 929 b. The fenced-in site will contain some of the construction materials and
930 equipment.
931 c. Construction deliveries to this area will not be permitted during school hours
932 in order to minimize any conflicts between school and construction traffic.
933 d. There will also be an additional fenced-in area in the field for longer-term
934 construction material storage.
935 4. In response to neighborhood concerns that Faison employees are currently parking
936 on adjacent streets instead of the parking lot, senior Faison management will
937 remind employees that they are to use Faison's parking lot as their primary location.
938 Again, as stated in the letter, the Phase 1 plan addresses parking needs for the
939 initial Building 1 addition.
940

941 Should the Commission approve the transitional buffer deviation, staff recommends
942 approval subject to the annotations on the plan, standard conditions for developments of
943 this type, and the additional conditions listed on the agenda with condition #35 deleted.
944 Time limits for the plans received also need to be waived.
945

946 This concludes my presentation. I can now field any questions you have regarding this.
947 Applicant representatives are also here—Mike Laing with ECI Development; Bill Axselle;
948 Mark Larson with Baskervill Architects; and Steve Worthington with Timmons Engineers.
949

950 Mr. Archer - Thank you, Mr. Pambid. Are there questions from the
951 Commission or comments for Mr. Pambid?
952

953 Ms. Jones - Can I just ask about the parking. The parking is going from 100
954 existing to 150, did I understand you correctly on that?
955

956 Mr. Pambid - Yes ma'am.
957

958 Ms. Jones - And is that well in excess of required or is that right at required
959 numbers?
960

961 Mr. Pambid - That's in excess.
962

963 Ms. Jones - By one or ten or...do you know? I'm just trying to get a feel for
964 how much play they have with the parking and the required numbers since that's an issue.
965 Excuse me; I have something right up here. Okay.
966

967 Mr. Witte - The main building requires 34. [Inaudible.]
968

969 Ms. Jones - As opposed to 34. Okay.
970

971 Mr. Leabough - So Mr. Witte answered the question?
972

973 Mr. Pambid - Yes sir.
974

975 Ms. Jones - That's certainly considered ample, I would think.
976
977 Mr. Leabough - So for the rest of us that weren't part of that conversation, what
978 did you all come up with?
979
980 Mr. Witte - The information I have from the master plan is the main
981 building requires 34, and they provided 101. Main Building 1 requires 52, and they'll have
982 149. The full build-out requires 122, and they'll have 232.
983
984 Mr. Leabough - Thank you, sir.
985
986 Mr. Archer - All right, any further questions for Mr. Pambid or Mr. Witte? Mr.
987 Witte, we do have opposition. Who would you like to hear from first?
988
989 Mr. Witte - I would love to hear from the opposition.
990
991 Mr. Archer - All right. Will the opposition please come forward and state
992 your name for the record?
993
994 Ms. Bernstein - I'm Florence Bernstein.
995
996 Mr. Archer - Good morning, ma'am.
997
998 Ms. Bernstein - I live at 5203 Fitzhugh Avenue. I have a few questions about
999 this.
1000
1001 Ms. Jones - I can't hear her.
1002
1003 Mr. Archer - Ma'am, could you speak just a little louder, please?
1004
1005 Ms. Bernstein - Can you hear me?
1006
1007 Mr. Archer - It's a little difficult.
1008
1009 Ms. Bernstein - I'm sorry. How much of a buffer is there going to be between
1010 Fitzhugh Avenue and the building?
1011
1012 Mr. Archer - Go ahead, Mr. Pambid.
1013
1014 Mr. Pambid - Ten is provided. They will be planting 9 feet in the right of way,
1015 so a total of 19.
1016
1017 Ms. Bernstein - So a total of 19 feet. Okay. You mentioned that the traffic would
1018 be reduced. Would the buses still be coming down Fitzhugh Avenue? We have a lot of
1019 traffic, a lot of bottlenecking there. We have city buses, school buses, bikers, regular traffic
1020 coming from Libbie Avenue and Byrd Avenue.

1021
 1022 I'm right across the street from the entrance into the Faison parking and from the Faison
 1023 lot, and several things bother me. Mostly, it's a very narrow street. Do you know whether
 1024 the school buses will still be entering on Fitzhugh? We have children on that street and it's
 1025 of great concern.
 1026
 1027 How much will the improved internal flow be with the center—excuse me—the traffic on
 1028 Fitzhugh? They say the internal traffic is going to reduce the traffic on Fitzhugh Avenue.
 1029 Do you know how that works, how the internal traffic is going to affect the traffic on Fitzhugh
 1030 Avenue?
 1031
 1032 Mr. Pambid - I think it might be better if the engineer answered some of these
 1033 questions.
 1034
 1035 Mr. Archer - I was going to suggest that.
 1036
 1037 Mr. Witte - Just ask your questions and make your concerns known. And
 1038 then we'll have—
 1039
 1040 Ms. Bernstein - I'm a little deaf. Could you make it a little louder?
 1041
 1042 Mr. Witte - Ask your questions and state your concerns. And we'll see if
 1043 we can have them answered by the professionals in the building.
 1044
 1045 Ms. Bernstein - Okay.
 1046
 1047 Mr. Witte - You can speak to us.
 1048
 1049 Ms. Bernstein - Beg your pardon?
 1050
 1051 Mr. Witte - You can speak to us. Just go ahead and express your
 1052 concerns.
 1053
 1054 Ms. Bernstein - Oh, I see. Okay. We already have a playground that's right
 1055 across the street from us. It's not very handsome and it's a little noisy sometimes. We've
 1056 had that for several years.
 1057
 1058 Parking has been very bad on this street, up until recently. My car was parked—my
 1059 driveway was always blocked. I don't have a driveway, but my walkway was blocked. That
 1060 has been taken care of, but I'm afraid it's going to commence again with all of this building.
 1061
 1062 I've been there for 52 years. I also worry about the fact that the Markel Building is going to
 1063 be completely blocked from views, and the tourist bus that comes by to look at the building,
 1064 that's going to be gone. The only vista we have in the neighborhood is that big—apparently
 1065 the property belongs to Faison. But it's going to take away a very pleasant part of our

1066 neighborhood, which is kind of concerning to me. That is a landmark building, so we're
1067 going to miss that.

1068
1069 I think that's probably about all I have. I worry about the safety of the neighborhood with
1070 all the rebuilding. Is that going to be a concern? And mostly it's the traffic that I'm
1071 concerned about. There is a lot of traffic on that street, including, like I said, the city buses,
1072 school buses, bikers, motorcyclists. The children next door, I almost saw one get hit the
1073 other day. It's not going to be very good as far as Fitzhugh Avenue goes, as far as I'm
1074 concerned, because I'm right directly across from it.

1075
1076 I have some photographs here if I can show them. Do I just put them on here?

1077
1078 Mr. Pambid - If you could pick four, we can get them on the table.

1079
1080 Ms. Bernstein - On the left, of course, is the Robert Shaw Building—excuse
1081 me. It started out as the Robert Shaw building. It's the Faison School for Autism. On the
1082 upper right, you can see that the buses come down this street quite frequently. On the
1083 lower left, that's the famous Markel Building. On the right you can see the number of buses
1084 in the parking lot coming toward me at my residence right immediately across the street.
1085 We're ready for the next ones.

1086
1087 The upper left shows the buses coming onto the street. That's my pine tree sitting there,
1088 so that's how close I am to it. You can see the number of buses up on the right. The left
1089 one's not very clear, I don't know why. That shows the parking. That's an old picture from
1090 the parking that used to be there on my street. You can see how we're blocked in. Even
1091 my walkway was blocked in. Of course that's the Markel Building. That will be completely
1092 blocked from view from the tourists and all that come down the street.

1093
1094 I think that takes care of those four.

1095
1096 Mr. Pambid - You just had eight.

1097
1098 Ms. Bernstein - Is that all?

1099
1100 Mr. Pambid - Yes ma'am.

1101
1102 Ms. Bernstein - Okay, that's good. Anyway, this is just my personal feelings
1103 about what's going to happen to our neighborhood. I worry about the safety, additional
1104 buildings, and people. It's going to be a congested place. They are going to open it up on
1105 Markel Drive, but I'm still worried about the traffic on our street. Just something to consider.
1106 Thank you.

1107
1108 Mr. Archer - Thank you, ma'am. We'll try to get the applicant to give some
1109 answers to your questions. Would the applicant come forward, please?

1110
1111 Mr. Axselle - I'm Bill Axselle, counsel for Faison Center.

1112
 1113 Mr. Archer - Good morning, Mr. Axselle.
 1114
 1115 Mr. Axselle - This recommendation from the Planning staff comes to you
 1116 after a series of very good and cooperative discussions with Mr. Witte, Faison Center, and
 1117 the staff. Ms. News was with us also.
 1118
 1119 Faison Center, as you know, is a premier facility for assisting young people with autism. It
 1120 serves children from about 27 jurisdictions from the local schools by bus. Many parents
 1121 travel an hour, two hours a day one way to receive these services.
 1122
 1123 I understand the concern of the lady who spoke about change, but change is usually
 1124 accompanied with—under the auspices of what the County requires—adequate
 1125 protections and a very deliberate approach to change. As she indicated, there had been a
 1126 problem of parking on Fitzhugh. And as she also said, that has been corrected. This
 1127 property will have more parking than the County requires at every stage. And upon full
 1128 completion, we'll have 232 parking spaces.
 1129
 1130 The Markel Building will still be visible for those who come to see that building. I was a
 1131 night watchman in law school at the Markel Building. It's a magnificent building. It is scary
 1132 at 10 and 12:00 at night, however.
 1133
 1134 Mike Laing is with ECI, and he's here. The folks from Timmons are here and Baskervill.
 1135 I'm going to let Mike address some of the details. We've worked this pretty good. And the
 1136 staff, as you know, does recommend approval.
 1137
 1138 Mr. Archer - Thank you, Mr. Axselle. Any questions for him before he takes
 1139 a seat? Thank you, sir.
 1140
 1141 Mr. Laing - Good morning, Mike Laing. It's nice to be here, and I
 1142 appreciate your time.
 1143
 1144 One of our biggest concerns when we started planning this was to understand traffic and
 1145 parking and whatnot. Our school's a little bit unique in that because of the nature of the
 1146 people we serve, we actually have our own parking requirement, which is reflected in this
 1147 plan. It's significantly above what normal County requirements would be for a school.
 1148
 1149 Really in the layout of the buildings and how we flow here, we really measured ourselves
 1150 against our standard as to how we could increase capacity onsite and in fact not affect the
 1151 neighborhood. As the lady presented, we've implanted policies even with the existing
 1152 school where we've made certain that our employees do not park any longer on Cutshaw.
 1153 We've worked on queuing with respect to buses and transport that we have here.
 1154 Currently, the larger school buses come to the rear of the school. Some of the private
 1155 transports, either parents and/or some of the jurisdictions from further away who may bring
 1156 one student at a time, actually use our drive off of Byrd. Our typical peak traffic hours are
 1157 from 8 in the morning until about 8:30 and then from about call it 2:00 until about 2:35.

1158 With Timmons, we went out and did various traffic counts and studies with all the buses
1159 and transport to make certain that we could accommodate the traffic that we're looking at
1160 here.

1161
1162 There would be an increase in traffic with an increase in enrollment, but an awful lot of
1163 what we're doing here is actually bringing our programs that are in other places in the
1164 neighborhood—principally buildings along Willow Lawn—and bringing them onto our own
1165 campus. What we've also done is with the shifting of many of our administrative functions
1166 out of the main school building over to what's known as Building 2, this building, and then
1167 opening up an entrance over here at Markel, we're actually trying to shift much of our traffic
1168 over to Markel, which is more a more commercial street, and away from the Fitzhugh
1169 direction and Byrd where we were closer to the residential areas.

1170
1171 In terms of bus circulation, we've improved that. The buses will still come up Fitzhugh from
1172 Willow Lawn. But we hit this entrance here first, and then we wrap around internally on our
1173 site as opposed to using the public streets. And then they would, of course, continue to
1174 exit out of the entrance that they use now. But it allows us during those peak hours to get
1175 more of our traffic onto our site as opposed to using the public streets.

1176
1177 Mr. Witte, Lee, and other staff members and we have been working diligently. Even though
1178 this is really conceptual at this point, we've been working on specific construction staging
1179 issues in terms of parking, fencing and whatnot because we want to—obviously, our
1180 concern with safety is even above anybody from the neighborhood with the many children
1181 that we're serving here.

1182
1183 What other questions can I answer?

1184
1185 Mr. Witte - Mr. Laing, I have one that was brought up to me this morning.
1186 You're proposing the exit on Fitzhugh near Building 1. Can that be restricted to exit only,
1187 which would cut down some traffic on Fitzhugh down near the residences? You have the
1188 cursor right on it.

1189
1190 Mr. Laing - I do. We haven't considered that. If that's something we could
1191 work out with staff, we might consider that.

1192
1193 Mr. Witte - Having an entrance closer to Willow Lawn on Fitzhugh plus the
1194 one on Markel would give adequate ingress.

1195
1196 Mr. Laing - Sure.

1197
1198 Mr. Witte - And using all three as egress would seem to speed things up
1199 rather than have it jammed up going in.

1200
1201 Mr. Laing - It's going to function primarily as an exit, particularly with
1202 respect to bus traffic. Certainly if you want there to be a sign there that says "Do Not Enter"

1203 and make it a one-way—we have a 20-minute period in the morning and a 25-minute
1204 period in the afternoon. That would be our only issue.

1205
1206 Mr. Witte - You're not opposed to that.

1207
1208 Mr. Laing - I'm opposed to it, no. I'm going to ask my engineer. Steve, do
1209 you have an issue with something like that? I don't really think it's an issue for us.

1210
1211 Mr. Witte - Okay, wonderful.

1212
1213 Mrs. Marshall - Are the buses and the cars going to share the same lane?
1214 They're going to come in together or is that totally separate?

1215
1216 Mr. Laing - In terms of pickup—

1217
1218 Mrs. Marshall - Drop-off and pickup.

1219
1220 Mr. Laing - Drop-off and pickup. The way it functions now, and the way we
1221 hope to keep it, is for the students who are dropped off with cars, we push them primarily
1222 to the Byrd Avenue entrance here, and the drop-off here at the school, so that the school
1223 buses come here. We really try not to have a mixing of buses and car drop-off. We envision
1224 that to continue to happen as well. The bus traffic in terms of circulating through here at
1225 that hour, they would come through here. Obviously, because it's through a parking lot,
1226 you're going to have some cars. But in terms of student pickup, we really see the primary
1227 pickup here for buses, for the main school, continuing off of Byrd.

1228
1229 We do have preschool in one of the things we have moved to. I don't know if anybody
1230 noticed this, but we're actually starting to serve autistic children at 18 months—18 months
1231 to 5 years. It's a really cool program that's expanding for us. We're actually moving that
1232 into this building, but their hours are different. So those folks, when they're dropping off,
1233 they're later. There wouldn't be school buses present when we have that drop-off. So we're
1234 able to segregate the traffic pretty well.

1235
1236 Mrs. Marshall - Thank you.

1237
1238 Ms. Jones - I have a follow-up to that. You mentioned, of course, that your
1239 population is a specific one. How many school buses do you have coming through here at
1240 pickup and drop-off?

1241
1242 Mr. Laing - I think the count is 21. Steve, do remember was that our count?
1243 I think it was 21 buses.

1244
1245 Ms. Jones - Twenty-one full-size school buses—

1246
1247 Mr. Laing - Yes.

1248

1249 Ms. Jones - —coming through.
1250
1251 Mr. Laing - Yes. It's a significant number.
1252
1253 Ms. Jones - It is. It's more than I would think.
1254
1255 Mr. Laing - Admittedly, they're not full. I think the largest one that we
1256 loaded when we counted that one day, we had about eight kids get on a school bus. I'm
1257 saying full-size buses and some of the shorter buses. This is non-scientific. If it's yellow
1258 and big, we're putting it at the back of school. Okay?
1259
1260 Ms. Jones - That sounds logical.
1261
1262 Mr. Laing - Sure.
1263
1264 Ms. Jones - I do have one comment. As I hear you talking about this, it
1265 brings to mind a number of other situations, specifically in my district. Schools and
1266 neighborhoods have always been considered compatible and good uses with each other.
1267 But it takes a continued dialogue—
1268
1269 Mr. Laing - Yes.
1270
1271 Ms. Jones - —as your school develops and as the neighbors are impacted
1272 by new patterns and new vistas and this kind of thing. I've seen this specifically at
1273 Collegiate and Steward and a number of other schools that are very close and in very
1274 close communication with their neighbors. I would just encourage as you take this big step
1275 to keep those lines of communication open. It helps everybody.
1276
1277 Mr. Laing - As our neighbor suggested, a year and a half ago we
1278 implemented procedures with our employees to really try to push them to not park in the
1279 neighborhood. Two years ago, we opened the Faison Residence across the street here,
1280 which would be over here. You folks considered that case and remember it. I will give us
1281 a plug here. Our apartments are now full, so we're accomplishing our mission there as
1282 well. But during the daytime, which is peak time for the school, because it's apartments,
1283 plus the fact that our program units, those folks don't drive. When we were doing our traffic
1284 counts, we have some 38 to 40 vacant parking spaces there. So while that's not to be
1285 considered with your case here, that is extra flow for us that we're able to push employees
1286 to. So one of the things that perhaps she's noticed is we've been able to push employees
1287 into the parking that we control there as well, again, with a mind to continue to try to be
1288 good neighbors and cooperate.
1289
1290 Anything else?
1291
1292 Mr. Archer - All right, any further questions or discussion?
1293
1294 Mr. Laing - Thank you for your time today.

1295
1296 Mr. Archer - Thank you, sir. Mr. Witte?
1297
1298 Mr. Witte - I have a question for Mr. Secretary.
1299
1300 Mr. Emerson - Yes, sir.
1301
1302 Mr. Witte - Do we need a special motion on the deviation?
1303
1304 Mr. Emerson - No, you can include that in your motion. But you do need a
1305 separate motion for the time limits on the late submittal.
1306
1307 Mr. Witte - Okay. Well first let's do that. I move that that we waive the time
1308 limits.
1309
1310 Ms. Jones - Second.
1311
1312 Mr. Archer - All right, moved by Mr. Witte and seconded by Ms. Jones to
1313 waive the time limits. All in favor say aye. All opposed say no. The ayes have it; the motion
1314 passes.
1315
1316 Mr. Leabough - Mr. Chair, I abstain from voting on this case.
1317
1318 Mr. Archer - All right. Well record the vote as four to nothing.
1319
1320 The vote was as follows:
1321
1322 Mr. Archer - Yes
1323 Ms. Jones - Yes
1324 Mr. Leabough - Abstain
1325 Mrs. Marshall - Yes
1326 Mr. Witte - Yes
1327
1328 Mr. Archer - All right, Mr. Witte.
1329
1330 Mr. Witte - All right. One of the big concerns was parking. I've had a few
1331 people tell me prior to this that they needed 50 more spaces, and they have
1332 accommodated that prior to construction. So I think that's been handled. The traffic flow at
1333 full build-out seems to be pretty well taken care of. And in general, I think this is a really
1334 good facility that's much needed.
1335
1336 With that, Mr. Chairman, I move approval of POD2016-00375, Faison Center Master Plan
1337 and School Expansion, as well as the buffer deviation, as presented, subject to the
1338 annotations on the plan, standard conditions for developments of this type, and additional
1339 conditions 29 through 35 as shown on the agenda.
1340

1341 Ms. Jones - Thirty-five is deleted.
 1342
 1343 Mr. Witte - Oh, that's right. I'm sorry. Thirty-five has been deleted. So
 1344 conditions 29 through 34.
 1345
 1346 Ms. Jones - Second.
 1347
 1348 Mr. Archer - Motion by Mr. Witte and seconded by Ms. Jones. All in favor
 1349 say aye. All opposed say no. The ayes have it; the motion passes.
 1350
 1351 Mr. Leabough - Again, Mr. Chairman, I abstain.
 1352
 1353 Mr. Archer - All right. The recorded vote is four to zero. And the motion
 1354 passes.
 1355
 1356 Mr. Archer - Yes
 1357 Ms. Jones - Yes
 1358 Mr. Leabough - Abstain
 1359 Mrs. Marshall - Yes
 1360 Mr. Witte - Yes
 1361
 1362 The Planning Commission approved the plan of development and buffer deviation for
 1363 POD2016-00375, Faison Center Master Plan and School Expansion, subject to the
 1364 annotations on the plans, the standard conditions attached to these minutes for
 1365 developments of this type, and the following additional conditions:
 1366
 1367 29. A concrete sidewalk meeting County standards shall be provided along the north
 1368 line of Fitzhugh Avenue.
 1369 30. Outside storage shall not be permitted.
 1370 31. The certification of building permits, occupancy permits and change of occupancy
 1371 permits for individual units shall be based on the number of parking spaces required
 1372 for the proposed uses and the amount of parking available according to approved
 1373 plans.
 1374 32. The conceptual master plan, as submitted with this application, is for planning and
 1375 information purposes only. All subsequent detailed plans of development and
 1376 construction needed to implement this conceptual plan may be administratively
 1377 reviewed and approved and shall be subject to all regulations in effect at the time
 1378 such subsequent plans are submitted for review/ approval.
 1379 33. The location of all existing and proposed utility and mechanical equipment
 1380 (including HVAC units, electric meters, junction and accessory boxes, transformers,
 1381 and generators) shall be identified on the landscape plans. All equipment shall be
 1382 screened by such measures as determined appropriate by the Director of Planning
 1383 or the Planning Commission at the time of plan approval.
 1384 34. The limits and elevations of the Special Flood Hazard Area shall be conspicuously
 1385 noted on the plan and labeled "Limits of Special Flood Hazard Area." In addition,
 1386 the delineated Special Flood Hazard Area must be labeled "Variable Width

Drainage and Utility Easement." The easement shall be granted to the County prior to the issuance of any occupancy permits.

35. ~~DELETED - The right-of-way for widening of Willow Lawn Drive as shown on approved plans shall be dedicated to the County prior to any occupancy permits being issued. The right of way dedication plat and any other required information shall be submitted to the County Real Property Agent at least sixty (60) days prior to requesting occupancy permits.~~

Mr. Emerson - Mr. Chairman, we now move on to page 27 of your agenda for POD2016-00364, VHB Incorporated for Creighton & Laburnum LLC. The staff report will be presented by Mr. Greg Garrison.

PLAN OF DEVELOPMENT AND LIGHTING PLAN

POD2016-00364
Dollar Tree at Creighton &
Laburnum – 1330 North
Laburnum Avenue

VHB, Inc. for Creighton & Laburnum, 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 one-story, 9,980-square-foot retail store. The 1.43-acre site is located on the west line of North Laburnum Avenue, approximately 460 feet north of its intersection with Creighton Road, on part of parcel 808-730-3743. The zoning is B-2C, Business District (Conditional), M-1C, Light Industrial District (Conditional), and ASO, Airport Safety Overlay District. County water and sewer. **(Fairfield)**

Mr. Archer - Good morning, Mr. Garrison.

Mr. Garrison - Good morning.

Mr. Archer - Is there anyone present who is opposed to POD2016-00364, Dollar Tree at Creighton & Laburnum? No opposition. Go ahead, sir.

Mr. Garrison - The applicant is requesting approval to construct a one-story 9,980-square-foot retail store and lighting plan. The plan in your agenda meets the technical requirements; however, staff has requested that inner connectivity be provided by extending the sidewalk around the property as annotated on the staff plan.

The elevations show a brownish brick building with tan accents and a green standing seam metal roof. I'll zoom in a little bit here. It looks gray on the plan, but I was informed prior to the meeting that it is a brownish color with a tan accent. Staff has noted that recently approved and constructed buildings in the vicinity have a red color brick.

The lighting plan proposes 8 LED parking lot lights and 13 LED wall-mounted lights. Proffered conditions from C-29C-07 limit the height to 20 feet. The applicant has agreed to provide the sidewalk and revise the height of the light poles on future plan submittals.

1422
 1423 As I mentioned earlier, the plan does meet the technical requirements, and staff can
 1424 recommend approval subject to the annotations on the plans, standard conditions for
 1425 developments of this type, and added conditions 11B and 29 through 32.
 1426
 1427 I'm available to answer any questions that you may have. Joe Bushey with VHB is also
 1428 available, representing the applicant.
 1429
 1430 Mr. Archer - Okay. Mr. Garrison, the sidewalk has been agreed to?
 1431
 1432 Mr. Garrison - Yes sir.
 1433
 1434 Mr. Archer - Okay. Any other questions for Mr. Garrison? I'd like to hear
 1435 from the applicant. Would the applicant come forward, please? Good morning, sir.
 1436
 1437 Mr. Bushey - Good morning. My name is Joe Bushey, VHB.
 1438
 1439 Mr. Archer - Nice to see you, sir.
 1440
 1441 Mr. Bushey - You too.
 1442
 1443 Mr. Archer - I'm just asking. Do you think you could come any closer to
 1444 matching the colors of the other buildings near the project?
 1445
 1446 Mr. Bushey - Commissioner, we spoke with the applicant regarding the
 1447 color. It's a chocolate brown color and then it has accent colors of a sand, which
 1448 complements the other buildings in the area. So they've already gone through working
 1449 with Dollar Tree, their national corporation, to get this approved, so they would really prefer
 1450 to stick with the color. Even though it says gray in color, it really is a chocolate brown. And
 1451 we think it will accent the other colors of the buildings in the area that are red. There is a
 1452 combination of three brick colors. So you have the chocolate brown, and then you have
 1453 desert sand, so it's a tan color that complements the other tan color on the buildings
 1454 surrounding this. And then the third accent brick is actually between the two colors.
 1455
 1456 Mr. Archer - So that's a deviation from what is the standard Dollar Tree
 1457 color? Is that what you're saying?
 1458
 1459 Mr. Bushey - No. This is one of their standard colors.
 1460
 1461 Mr. Archer - Oh, they have more than one.
 1462
 1463 Mr. Bushey - Yes.
 1464
 1465 Mr. Archer - Any of you ladies care to comment on color? My wife says men
 1466 don't know anything about color.
 1467

1468 Mrs. Marshall - In the area, the roofs are red. Is that correct? And this one's
 1469 going to be green?
 1470
 1471 Mr. Bushey - Yes.
 1472
 1473 Mrs. Marshall - That's mighty bright.
 1474
 1475 Mr. Bushey - That's Dollar Tree's standard color. It's their signature color.
 1476 You're going to see it on every building.
 1477
 1478 Mrs. Marshall - So if we're flying in, we probably can see the Dollar Tree.
 1479
 1480 Mr. Bushey - You will. I will say that they typically have a flat roof, and they
 1481 are adding the mansard roof, which is a requirement of the proffers. So they have worked
 1482 hard to not only add the mansard roof to hide all the equipment on the top, but even the
 1483 amount of brick. Lots of times you see more EIFS on a Dollar Tree building than you would
 1484 the amount of brick that's on there. It's primarily brick. There's just an accent around the
 1485 entrance to the building that will have a little bit of EIFS. But other than that, the rest of the
 1486 building is all brick.
 1487
 1488 Mr. Archer - Sir, just out of curiosity. I know you're aware that there is
 1489 another dollar store in very close proximity to this one.
 1490
 1491 Mr. Bushey - They actually own that dollar store.
 1492
 1493 Mr. Archer - I was going to ask you that.
 1494
 1495 Mr. Bushey - Dollar Tree acquired Family Dollar. They don't have a problem
 1496 with being right next to each other because there are different items in the different stores,
 1497 so they see them complementing each other, actually.
 1498
 1499 Mr. Archer - Do you think you could get those gas stations to go down to a
 1500 dollar?
 1501
 1502 Mr. Bushey - That would be nice!
 1503
 1504 Ms. Jones - Dollar store gas.
 1505
 1506 Mr. Archer - Anybody else have a question?
 1507
 1508 Mr. Thornton - Mr. Chairman, I have a question. I just want to make sure I
 1509 understood something. Did the gentleman say that the present Dollar Tree owns the one
 1510 that's—
 1511
 1512 Mr. Archer - That's already there.
 1513

1514 Mr. Thornton - —in close proximity to it?
1515
1516 Mr. Archer - Yes.
1517
1518 Mr. Thornton - That's on Nine Mile Road?
1519
1520 Mr. Archer - No, on Laburnum.
1521
1522 Mr. Thornton - On Laburnum.
1523
1524 Mr. Bushey - Yes.
1525
1526 Mr. Thornton - Okay, okay. Thank you.
1527
1528 Mr. Bushey - You're welcome.
1529
1530 Mr. Archer - Anyone else have questions?
1531
1532 Mrs. Marshall - I have a question. Do we have any pictures of the buildings
1533 that are nearby or beside it and the color of brick that they have?
1534
1535 Mr. Archer - Do we have anything else, Greg, on the whole corner down
1536 there?
1537
1538 Mr. Garrison - I don't have any of the previously approved plans on the slide
1539 show. I don't know if I access the Internet, I could probably pull them up.
1540
1541 Mr. Archer - Well there's a Wawa there, and you know their standard color
1542 is a red brick.
1543
1544 Mrs. Marshall - Yes, right.
1545
1546 Mr. Archer - I guess that's the biggest thing.
1547
1548 Ms. Jones - My only comment would be if this roof is going to be the
1549 traditional green, which is not this green, it's a little more understated, I would hope, than
1550 this.
1551
1552 Mr. Bushey - Yes.
1553
1554 Ms. Jones - Anything to mute that as in neutrals might in fact be a little
1555 better than a Christmas red-and-green design. Neutrals seem to work in a lot of situations.
1556
1557 Mr. Thornton - Mr. Chairman, I do have another question.
1558
1559 Mr. Archer - Yes sir.

1560
1561 Mr. Thornton - The national firm, do they also consider stipulations of the
1562 locality when you have various things like colors and these types of things? I noticed you
1563 did stipulate the national firm was in consonance with the color that you have.
1564
1565 Mr. Bushey - They certainly have to take into consideration if there's
1566 anything required as far as a proffer or in the ordinance that states that a particular color
1567 has to be used. They have to meet that requirement. But in this situation, there isn't
1568 anything stipulating that, and this is the color that they want to use on this building.
1569
1570 Mrs. Marshall - Mr. Archer, do you love this color?
1571
1572 Mr. Archer - I don't know anything about colors, my wife says. I guess she's
1573 right. No, I don't love it; I'll be honest with you.
1574
1575 Mr. Bushey - Unfortunately, the architect couldn't send me a sample board.
1576 But I have on my cell phone a picture of the brick if you'd like to see that.
1577
1578 Mr. Archer - Okay. Any other questions? With that, I will move that
1579 POD2016-00364, Dollar Tree at Creighton & Laburnum, be approved subject to the
1580 annotations on the plan, standard conditions for developments of this type, and the
1581 additional conditions 11B, 29, 30, 31, and 32.
1582
1583 Mr. Leabough - Second.
1584
1585 Mr. Archer - Motion by Mr. Archer and seconded by Mr. Leabough. All in
1586 favor say aye. All opposed say no. The ayes have it; the motion passes.
1587
1588 The Planning Commission approved POD2016-00364, Dollar Tree at Creighton &
1589 Laburnum, subject to the annotations on the plans, the standard conditions attached to
1590 these minutes for developments of this type, and the following additional conditions:
1591
1592 11B. Prior to the approval of an electrical permit application and installation of the site
1593 lighting equipment, a plan including light spread and intensity diagrams, and fixture
1594 specifications and mounting heights details shall be revised as annotated on the staff
1595 plan and included with the construction plans for final signature.
1596 29. Outside storage shall not be permitted.
1597 30. The proffers approved as a part of zoning case C-29C-07 shall be incorporated in
1598 this approval.
1599 31. Evidence of a joint ingress/egress and maintenance agreement must be submitted
1600 to the Department of Planning and approved prior to issuance of a certificate of
1601 occupancy for this development.
1602 32. The location of all existing and proposed utility and mechanical equipment
1603 (including HVAC units, electric meters, junctions and accessory boxes,
1604 transformers, and generators) shall be identified on the landscape plan. All building
1605 mounted equipment shall be painted to match the building, and all equipment shall

be screened by such measures as determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.

Mr. Emerson - Mr. Chairman, we now move on to page 29 of your agenda for POD2016-00369, Berry Engineers LLC for Rountree's Luggage Company Incorporated. The staff report will be presented by Mr. Greg Garrison.

[Mr. Leabough steps out of the room at 10:17.]

PLAN OF DEVELOPMENT AND LIGHTING PLAN

POD2016-00369
O'Reilly Auto Parts Store
at 5915 W Broad Street –
5915 West Broad Street

Berry Engineers, LLC for Rountree's Luggage Company, Inc: Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to demolish an existing 4,800 square foot retail store and construct a one-story 6,483 square foot retail store. The 0.7-acre site is located on the southeast corner of the intersection at North Crestwood Avenue and West Broad Street, on parcel 770-740-6169. The zoning is B-3, Business District and O-2, Office District. County water and sewer. **(Brookland)**

Mr. Archer - Okay. Good morning again, Mr. Garrison. Is there anyone present who is opposed to POD2016-00369, O'Reilly Auto Parts Store at 5915 W Broad Street? No opposition. Go ahead, sir.

Mr. Garrison - All right.

The applicant is requesting approval to demolish an existing 4,800-square-foot retail store and construct a one-story, 6,483-square-foot retail store and lighting plan. The plan in the agenda addresses staff comments regarding the provision of 24 feet between the dumpster enclosure and the parking spaces—that's back here—with adequate back-out space in the same area.

The lighting plan proposes one 27.5-foot-tall LED parking lot light with 3 LED wall-mounted lights. The applicant has agreed to increase the light levels to address staff concerns.

The plan does meet the technical requirements, and staff can recommend approval subject to the annotations on the plan, standard conditions for developments of this type, and added conditions 11B and 29 through 35.

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

Mr. Archer - Thank you, Mr. Garrison. Are there questions? No questions.
All right. Mr. Witte.

1642 Mr. Witte - Mr. Chairman, I move approval of POD2016-00369, and the
1643 lighting plan, O'Reilly Auto Parts Store, as presented, subject to the annotations on the
1644 plan, standard conditions for developments of this type, and additional conditions 11B and
1645 29 through 35.

1646
1647 Mrs. Marshall - Second.

1648
1649 Mr. Archer - All right. Motion by Mr. Witte and seconded by Mrs. Marshall.
1650 All in favor say aye. All opposed say no. The ayes have it; the motion passes.

1651
1652 **[Mr. Leabough was absent during this case.]**

1653
1654 The vote was as follows:

1655
1656 Mr. Archer - Yes
1657 Ms. Jones - Yes
1658 Mr. Leabough - Absent
1659 Mrs. Marshall - Yes
1660 Mr. Witte - Yes

1661
1662 The Planning Commission approved the plan of development and lighting plan for
1663 POD2016-00369, O'Reilly Auto Parts Store at 5915 W Broad Street, subject to the
1664 annotations on the plans, the standard conditions attached to these minutes for
1665 developments of this type, and the following additional conditions:

- 1666
1667 11B. Prior to the approval of an electrical permit application and installation of the site
1668 lighting equipment, a plan including light spread and intensity diagrams, and fixture
1669 specifications and mounting heights details shall be revised as annotated on the staff
1670 plan and included with the construction plans for final signature.
- 1671 29. The entrances and drainage facilities on West Broad Street shall be approved by
1672 the Virginia Department of Transportation and the County.
- 1673 30. A notice of completion form, certifying that the requirements of the Virginia
1674 Department of Transportation entrances permit have been completed, shall be
1675 submitted to the Department of Planning prior to any occupancy permits being
1676 issued.
- 1677 31. Outside storage shall not be permitted.
- 1678 32. Approval of the construction plans by the Department of Public Works does not
1679 establish the curb and gutter elevations along the Henrico County maintained right-
1680 of-way. The elevations will be set by Henrico County.
- 1681 33. Approval of the construction plans by the Department of Public Works does not
1682 establish the curb and gutter elevations along the Virginia Department of
1683 Transportation maintained right-of-way. The elevations will be set by the contractor
1684 and approved by the Virginia Department of Transportation.
- 1685 34. Evidence of a joint ingress/egress and maintenance agreement must be submitted
1686 to the Department of Planning and approved prior to issuance of a certificate of
1687 occupancy for this development.

1688 35. The location of all existing and proposed utility and mechanical equipment
1689 (including HVAC units, electric meters, junctions and accessory boxes,
1690 transformers, and generators) shall be identified on the landscape plan. All building
1691 mounted equipment shall be painted to match the building, and all equipment shall
1692 be screened by such measures as determined appropriate by the Director of
1693 Planning or the Planning Commission at the time of plan approval.
1694

1695 Mr. Emerson - Mr. Chairman, we now move on to page 33 of your agenda and
1696 page 3 of your amended agenda for POD2016-00377, Balzer and Associates Incorporated
1697 for P&F, LLC. The staff report will be presented by Ms. Christina Goggin.
1698

1699 **PLAN OF DEVELOPMENT, LIGHTING PLAN, AND TRANSITIONAL BUFFER**
1700 **DEVIATION**
1701

1702 POD2016-00377
1703 Wash Your Way Carwash
1704 – 4040 Sadler Road

Balzer and Associates, Inc for P&F, LLC: Request for approval of a plan of development, lighting plan, and transitional buffer deviation, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County Code, to construct a 6,421 square foot automatic car wash facility and pay booth with a 1,600 square foot detail canopy. The applicant requests a transitional buffer deviation to reduce the buffer width by 3.5 feet along the western property line to accommodate stacking lane/access to the carwash facility. The 1.16-acre site is located on the south line of Sadler Road, approximately 350 feet west of Dominion Boulevard, on parcel 747-761-1345. The zoning is B-3C, Business District (Conditional). County water and sewer.
(Three Chopt)

1705 Mr. Archer - All right. Is there anyone present who is opposed to this lighting
1706 plan and buffer deviation POD2016-00377, Wash Your Way Carwash? No opposition.
1707 Good morning, ma'am.

1708 Ms. Goggin - Good morning.

1709 As just stated, this proposal is for an automatic carwash with pay booth and permanent
1710 detail canopy. Both the layout and submitted architectural plans are consistent with
1711 proffers associated with rezoning case C-26C-05.
1712

1713 The building will utilize split face CMU, and it will be stained the same color as the auto
1714 dealership next door, making the building compatible per the proffers. Aluminum windows
1715 are provided on all sides of the building to help break up the building mass. A permanent
1716 canopy for auto detailing is proposed, with block column bases and a standing seam metal
1717 roof that matches the roof of the carwash.
1718

The site provides the proffered 25-foot landscape buffer adjacent to Sadler Road, which is along here. A 35-foot transitional buffer is required adjacent to the western parcel line, which is currently zoned R-6C and is utilized as a funeral home. The applicant is providing a six-foot decorative precast concrete wall, which is proffered, and permits the reduction of the required buffer width to 23 feet. The applicant is requesting a 3-1/2-foot transitional buffer deviation to further reduce the buffer width to accommodate the access drive, which has been designed to accommodate turning radius for larger vehicles and required stacking space.

This line right here represents the proposed wall, the transitional buffer area, the space where plantings will be planted. But we still have to have the access aisle, and with larger vehicles today, the stacking and turning radius.

The applicant has submitted a lighting plan that consists of full cut-off LED fixtures on 20-foot-tall poles and does not exceed half a foot candle at the northern, eastern or southern property lines. It does exceed the half-foot candle at the shared islands right over here, which is where the existing dealership is located. But they have much higher light levels than the carwash, so it's okay.

Should the Commission approve the transitional buffer deviation request, staff recommends approval subject to the annotations on the plans, the standard conditions for developments of this type, condition 9 (sic) deleted, per page 3 in your addendum; condition 11B; and 29 through 34 in the agenda.

I would be happy to answer any questions the Commission may have of me. The applicant and Aaron Breed, the project engineer, are here to present their request for the transitional buffer deviation and to answer any questions you may have of them.

[Mr. Leabough returned during the above presentation of this case.]

Mr. Archer - Thank you, Ms. Goggin. Are there questions for Ms. Goggin from the Commission?

Mrs. Marshall - Do we have any color renderings of what it's going to look like?

Ms. Goggin - No ma'am. The existing building, the auto dealership is a silver color. It doesn't have a standing seam metal roof, so the roof that is proposed is a patina green. And green is used in the area for other buildings.

Mrs. Marshall - Okay.

Ms. Jones - Can I ask a quick question?

Mr. Archer - Yes, certainly.

1764 Ms. Jones - The landscape plan, which is being taken out of this case, will
 1765 there be plantings that are reviewed in any way along that area?
 1766

1767 Ms. Goggin - Yes ma'am. I guess a better way to phrase is it 9 un-amended.
 1768 It will still come back to staff for review, not the Planning Commission. I read the proffer
 1769 incorrectly when I prepared the conditions for the report.
 1770

1771 Ms. Jones - Okay. Well, that's fine. I think it's important. Landscaping is
 1772 always an important part of this, and I just wanted somebody's eyes on it.
 1773

1774 Ms. Goggin - Yes ma'am.
 1775

1776 Ms. Jones - Okay.
 1777

1778 Ms. Goggin - Nine un-amended.
 1779

1780 Mr. Archer - All right anything further for Ms. Goggin? Okay. Do you need
 1781 to hear from the applicant, Mrs. Marshall?
 1782

1783 Mrs. Marshall - No, thank you.
 1784

1785 Mr. Archer - Okay. All right.
 1786

1787 Mrs. Marshall - Mr. Chairman, I move POD2016-00377, Wash Your Way
 1788 Carwash, including the lighting plan and the transitional buffer deviation, be approved
 1789 subject to the annotations on the plans, the standard conditions for developments of this
 1790 type, additional conditions 11B and 29 through 34 in the agenda, and deleted condition—
 1791 I don't know if I should call it 9 amended or un-amended, on the addendum.
 1792

1793 Mr. Leabough - Second.
 1794

1795 Mr. Archer - Motion by Mrs. Marshall and seconded by Mr. Leabough. All in
 1796 favor say aye. All opposed say no. The ayes have it; the motion passes.
 1797

1798 The Planning Commission approved the lighting plan and transitional buffer deviation
 1799 POD2016-00377, Wash Your Way Carwash, subject to the annotations on the plans, the
 1800 standard conditions attached to these minutes for developments of this type, and the
 1801 following additional conditions:
 1802

1803 9. **AMENDED DELETED** - ~~A detailed landscaping plan shall be submitted to the~~
 1804 ~~Department of Planning for review and Planning Commission approval prior to the~~
 1805 ~~issuance of any occupancy permits.~~

1806 11B. Prior to the approval of an electrical permit application and installation of the site
 1807 lighting equipment, a plan including light spread and intensity diagrams, and fixture
 1808 specifications and mounting heights details shall be revised as annotated on the staff
 1809 plan and included with the construction plans for final signature.

- 1810 29. The right-of-way for widening of Sadler Road as shown on approved plans shall be
1811 dedicated to the County prior to any occupancy permits being issued. The right-of-
1812 way dedication plat and any other required information shall be submitted to the
1813 County Real Property Agent at least sixty (60) days prior to requesting occupancy
1814 permits.
- 1815 30. A concrete sidewalk meeting County standards shall be provided along the south
1816 side of Sadler Road.
- 1817 31. The proffers approved as a part of zoning case C-26C-05 shall be incorporated in
1818 this approval.
- 1819 32. Approval of the construction plans by the Department of Public Works does not
1820 establish the curb and gutter elevations along the Henrico County maintained right-
1821 of-way. The elevations will be set by Henrico County.
- 1822 33. The owner or manager on duty shall be responsible for temporarily closing the car
1823 wash facility when the on-site stacking space is inadequate to serve customer
1824 demand to prevent a backup of vehicles onto the public right-of-way. The owner
1825 shall arrange with the Traffic Engineer to provide standard traffic control signs to
1826 notify customers that stopping or standing on the public right-of-way shall not be
1827 permitted near the entrances to the car wash facility.
- 1828 34. The location of all existing and proposed utility and mechanical equipment
1829 (including HVAC units, electric meters, junctions and accessory boxes,
1830 transformers, and generators) shall be identified on the landscape plan. All building
1831 mounted equipment shall be painted to match the building, and all equipment shall
1832 be screened by such measures as determined appropriate by the Director of
1833 Planning or the Planning Commission at the time of plan approval.

1834
1835 Mr. Emerson - Mr. Chairman, we now move on to page 36 of your agenda for
1836 the consideration of your July 27, 2016 minutes. We have no errata sheet submitted today.
1837 If the Commission has any corrections, certainly we'll take those down.

1838
1839 APPROVAL OF MINUTES: July 27, 2016 Minutes

1840
1841 Mr. Archer - Okay. Does anyone have corrections?

1842
1843 Mr. Leabough - Mr. Chair, I move that the minutes be approved.

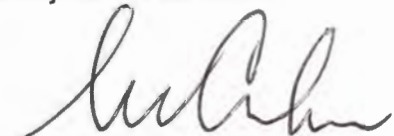
1844
1845 Mr. Witte - Second.

1846
1847 Mr. Archer - It has been moved by Mr. Leabough and seconded by
1848 Mr. Witte that the minutes be approved. All in favor say aye. All opposed say no. The ayes
1849 have it; the minutes stand approved.

1850
1851 The Planning Commission approved the July 27, 2016 minutes as submitted.

1852
1853 Mr. Emerson - Mr. Chairman, I have nothing further for the Commission this
1854 morning.

1856 Ms. Jones - Can I just confirm something? Do we have a work session prior
1857 to our next meeting?
1858
1859 Mr. Emerson - Yes ma'am, we do.
1860
1861 Ms. Jones - And is that 5:30?
1862
1863 Mr. Emerson - I believe so, yes ma'am.
1864
1865 Ms. Jones - Okay. Thank you.
1866
1867 Mr. Archer - There being nothing further to bring before the Commission,
1868 the meeting is adjourned.
1869
1870 Mr. Witte - Second.
1871
1872 Mr. Archer - The meeting is adjourned at 10:27.
1873
1874
1875
1876
1877
1878
1879
1880
1881
1882
1883
1884



Mr. C. W. Archer, C.P.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)**

FINAL SUBDIVISION STANDARD CONDITIONS

Conventional Single-Family Subdivisions Served By Public Utilities

1. All requirements of Chapters 18, 19, and 24 of the Henrico County Code shall be met.
2. The final plat shall be checked and approved by the Real Estate Assessment Office before the plat is recorded.
3. Construction shall not commence until the construction plans including the detailed drainage, erosion control, and utility plans have 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, 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. Approvals must be updated prior to recordation of the plat.
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. If the conditional plan was approved by the Planning Commission after July 13, 1994 and a BMP is required, a BMP maintenance fee of \$100 per lot payable to the County of Henrico must be submitted to the Department of Public Works prior to recordation of the plat.
6. If all or part of the stormwater quality pollutant removal requirement is achieved through a contribution to the Environmental Fund, the contribution made payable to the county of Henrico must be submitted to the Department of Public Works prior to the recordation of the plat.
7. Prior to the recordation of the plat, a completion bond approved by the County Attorney with completion date two years from the date of the submission of bond, or cashier's check shall be furnished to cover the estimated cost of improvements.
8. An approved set of construction plans shall be available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
9. The Department of Public Works and Department of Public Utilities shall be notified at least 48 hours prior to the start of any construction.
10. Upon completion of the installation of all improvements, the subdivider shall furnish a statement by a certified surveyor or engineer, to the effect that all construction is in substantial conformity to the regulations and requirements of the Henrico County Code.
11. The owner shall enter into the necessary contracts with the Department of Public Utilities for water. **(Substitute 11A if there is no public water)**

- 11A. A detailed soil analysis survey shall be performed and other requirements of the Health Department shall be met before the final lots are submitted for recordation. Any lot(s) not meeting Health Department approval shall be so noted conspicuously on the plat giving the date tested; or, unsatisfactory areas shall be combined with adjacent approved lots.
12. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer. **(Substitute 12A if there is no public sewer)**
- 12A. A detailed soil analysis survey shall be performed and other requirements of the Health Department shall be met before the final lots are submitted for recordation. Any lot(s) not meeting Health Department approval shall be so noted conspicuously on the plat giving the date tested; or, unsatisfactory areas shall be combined with adjacent approved lots.
13. 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.
14. Signatures on plats for recordation shall be in opaque black ink suitable for reproduction.
15. 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.
16. The final plats shall be recorded by **September 27, 2017**, after which this subdivision approval shall become null and void unless you submit your reason(s) in writing why a request for an extension of approval is necessary and an extension is granted by the Director of Planning. Your written request and the required fee must be submitted at least two weeks prior to the expiration date. When construction plans have been approved, final approval may be extended pursuant to Sections 15.2-2261 of the Code of Virginia, as amended.
17. Lots on the plat marked with an asterisk or asterisks indicate lots with limitations for dwellings shape, size, and location and must be identified on the recordation plat with an asterisk or asterisks along with the corresponding standard note(s) conspicuously added under the headings "Notes."
18. 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 approved by the Department of Planning before such a change can be implemented.
19. **START MISC. CONDITIONS HERE:**

FINAL SUBDIVISION STANDARD CONDITIONS

Conventional Single-Family Subdivisions Not Served By Public Utilities

1. All requirements of Chapters 18, 19, and 24 of the Henrico County Code shall be met.
2. The final plat shall be checked and approved by the Real Estate Assessment Office before the plat is recorded.
3. Construction shall not commence until the construction plans including the detailed drainage, erosion control, and utility plans have 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, 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. Approvals must be updated prior to recordation of the plat.
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. If the conditional plan was approved by the Planning Commission after July 13, 1994 and a BMP is required, a BMP maintenance fee of \$100 per lot payable to the County of Henrico must be submitted to the Department of Public Works prior to recordation of the plat.
6. If all or part of the stormwater quality pollutant removal requirement is achieved through a contribution to the Environmental Fund, the contribution made payable to the county of Henrico must be submitted to the Department of Public Works prior to the recordation of the plat.
7. Prior to the recordation of the plat, a completion bond approved by the County Attorney with completion date two years from the date of the submission of bond, or cashier's check shall be furnished to cover the estimated cost of improvements.
8. An approved set of construction plans shall be available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
9. The Department of Public Works shall be notified at least 48 hours prior to the start of any construction.
10. Upon completion of the installation of all improvements, the subdivider shall furnish a statement by a certified surveyor or engineer, to the effect that all construction is in substantial conformity to the regulations and requirements of the Henrico County Code.
11. A detailed soil analysis survey shall be performed and other requirements of the Health Department shall be met before the final lots are submitted for recordation. Any lot(s) not meeting Health Department approval shall be so noted conspicuously on the plat giving the date tested; or, unsatisfactory areas shall be combined with adjacent approved lots.

12. 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.
13. Signatures on plats for recordation shall be in opaque black ink suitable for reproduction.
14. 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.
15. The final plats shall be recorded by **September 27, 2017**, after which this subdivision approval shall become null and void unless you submit your reason(s) in writing why a request for an extension of approval is necessary and an extension is granted by the Director of Planning. Your written request and the required fee must be submitted at least two weeks prior to the expiration date. When construction plans have been approved, final approval may be extended pursuant to Sections 15.2-2261 of the Code of Virginia, as amended..
16. Lots on the plat marked with an asterisk or asterisks indicate lots with limitations for dwellings shape, size, and location and must be identified on the recordation plat with an asterisk or asterisks along with the corresponding standard note(s) conspicuously added under the headings "Notes."
17. 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 approved by the Department of Planning before such a change can be implemented.
18. **START MISC. CONDITIONS HERE:**

FINAL SUBDIVISION STANDARD CONDITIONS

Residential Townhouse for Sale (RTH)

1. All requirements of Chapters 18, 19, and 24 of the Henrico County Code shall be met.
2. The final plat shall be checked and approved by the Real Estate Assessment Office before the plat is recorded.
3. Construction shall not commence 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 conducted with the Department of Public Works. 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. Approvals must be updated prior to recordation of the plat.
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. If all or part of the stormwater quality pollutant removal requirement is achieved through a contribution to the Environmental Fund, the contribution made payable to the county of Henrico must be submitted to the Department of Public Works prior to the recordation of the plat.
6. The Department of Public Works and Department of Public Utilities shall be notified at least 48 hours prior to the start of any construction.
7. Prior to the recordation of the plat, a completion bond approved by the County Attorney with completion date two years from the date of the submission of bond, or cashier's check shall be furnished to cover the estimated cost of improvements.
8. An approved set of construction plans shall be available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
9. Upon completion of the installation of all improvements, the subdivider shall furnish a statement by a certified surveyor or engineer, to the effect that all construction is in substantial conformity to the regulations and requirements of the Henrico County Code.
10. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
11. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.

12. 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.
13. Signatures on plats for recordation shall be in opaque black ink suitable for reproduction.
14. 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.
15. The final plats shall be recorded by **September 27, 2017**, after which this subdivision approval shall become null and void unless you submit your reason(s) in writing why a request for an extension of approval is necessary and an extension is granted by the Director of Planning. Your written request and the required fee must be submitted at least two weeks prior to the expiration date. When construction plans have been approved, final approval may be extended pursuant to Sections 15.2-2261 of the Code of Virginia, as amended.
16. All block corners shall be monumented and referenced, when possible, to the exterior boundaries of the site.
17. The plat shall contain a statement that the common area is dedicated to the common use and enjoyment of 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.
18. The **(Name of Subdivision)** Homeowners Association shall be responsible for the exterior maintenance of all buildings and grounds.
19. The Declaration of Covenants, Conditions and Restrictions shall be submitted to the Department of Planning for review and approval at least 60 days prior to recordation of the plat. Such covenants and restrictions shall be in form and substance satisfactory to the County Attorney and shall be recorded simultaneously with the subdivision plat.
20. **START MISC. CONDITIONS HERE:**

FINAL SUBDIVISION STANDARD CONDITIONS

Zero Lot Line

1. All requirements of Chapters 18, 19, and 24 of the Henrico County Code shall be met.
2. The final plat shall be checked and approved by the Real Estate Assessment Office before the plat is recorded.
3. Construction shall not commence 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 conducted with the Department of Public Works. 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. Approvals must be updated prior to recordation of the plat.
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. If the conditional plan was approved by the Planning Commission after July 13, 1994 and a BMP is required, a BMP maintenance fee of \$100 per lot payable to the County of Henrico may be required and may be submitted to the Department of Public Works prior to recordation of the plat.
6. If all or part of the stormwater quality pollutant removal requirement is achieved through a contribution to the Environmental Fund, the contribution made payable to the county of Henrico must be submitted to the Department of Public Works prior to the recordation of the plat.
7. Prior to the recordation of the plat, a completion bond approved by the County Attorney with completion date two years from the date of the submission of bond, or cashier's check shall be furnished to cover the estimated cost of improvements.
8. An approved set of construction plans shall be available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
9. The Department of Public Works and Department of Public Utilities shall be notified at least 48 hours prior to the start of any construction.
10. Upon completion of the installation of all improvements, the subdivider shall furnish a statement by a certified surveyor or engineer, to the effect that all construction is in substantial conformity to the regulations and requirements of the Henrico County Code.
11. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.

12. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
13. 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.
14. Signatures on plats for recordation shall be in opaque black ink suitable for reproduction.
15. 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.
16. The final plats shall be recorded by **September 27, 2017**, after which this subdivision approval shall become null and void unless you submit your reason(s) in writing why a request for an extension of approval is necessary and an extension is granted by the Director of Planning. Your written request and the required fee must be submitted at least two weeks prior to the expiration date. When construction plans have been approved, final approval may be extended pursuant to Sections 15.2-2261 of the Code of Virginia, as amended.
17. **START MISC. CONDITIONS HERE:**

FINAL SUBDIVISION STANDARD CONDITIONS

Road Dedication with No Lots

1. All requirements of Chapters 18, 19, and 24 of the Henrico County Code shall be met.
2. The final plat shall be checked and approved by the Real Estate Assessment Office before the plat is recorded.
3. Construction shall not commence until the construction plans including the detailed drainage, erosion control, and utility plans have 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, 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. Approvals must be updated prior to recordation of the plat.
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. If the conditional plan was approved by the Planning Commission after July 13, 1994 and a BMP is required, a BMP maintenance fee payable to the County of Henrico may be required and must be submitted to the Department of Public Works prior to recordation of the plat.
6. If all or part of the stormwater quality pollutant removal requirement is achieved through a contribution to the Environmental Fund, the contribution made payable to the county of Henrico must be submitted to the Department of Public Works prior to the recordation of the plat.
7. Prior to the recordation of the plat, a completion bond approved by the County Attorney with completion date two years from the date of the submission of bond, or cashier's check shall be furnished to cover the estimated cost of improvements.
8. An approved set of construction plans shall be available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
9. The Department of Public Works and Department of Public Utilities shall be notified at least 48 hours prior to the start of any construction.
10. Upon completion of the installation of all improvements, the subdivider shall furnish a statement by a certified surveyor or engineer, to the effect that all construction is in substantial conformity to the regulations and requirements of the Henrico County Code.
11. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
12. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.

13. 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.
14. Signatures on plats for recordation shall be in opaque black ink suitable for reproduction.
15. 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.
16. The final plats shall be recorded by **September 27, 2017**, after which this subdivision approval shall become null and void unless you submit your reason(s) in writing why a request for an extension of approval is necessary and an extension is granted by the Director of Planning. Your written request and the required fee must be submitted at least two weeks prior to the expiration date. When construction plans have been approved, final approval may be extended pursuant to Sections 15.2-2261 of the Code of Virginia, as amended.
17. 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 approved by the Department of Planning before such a change can be implemented.
18. **START MISC. CONDITIONS HERE:**