

1 **Minutes of the regular monthly meeting of the Planning Commission of Henrico**  
2 **County held in the County Administration Building in the Government Center at**  
3 **Parham and Hungary Spring Roads, beginning at 7:00 p.m., Thursday, August 10,**  
4 **2023. Display Notice having been published in the Richmond *Times-Dispatch* on**  
5 **July 28, 2023, and August 4, 2023.**  
6  
7

8 **Members Present:** Mr. Robert H. Witte, Jr., Chairperson (Brookland)  
9 Mr. Gregory R. Baka, Vice Chair (Tuckahoe)  
10 Mrs. Melissa L. Thornton, (Three Chopt)  
11 Mr. C. W. Archer, C.P.C. (Fairfield)  
12 Mr. William M. Mackey, Jr., (Varina)  
13 Mr. R. Joseph Emerson, Jr., AICP, Director of Planning  
14 Secretary  
15 Mr. Thomas M. Branin (Three Chopt)  
16 Board of Supervisors Representative  
17

18 **Also Present:** Ms. Jean Moore, Assistant Director  
19 Mr. Ben Sehl, Senior Principal Planner  
20 Ms. Molly Mallow, County Planner  
21 Ms. Kelly Drash, County Planner  
22 Mr. Seth Humphreys, County Planner  
23 Mr. Mike Morris, County Planner  
24 Ms. Ali Hartwick, County Planner  
25 Mr. Lamont Johnson, Assistant Traffic Engineer  
26

27 **Mr. Thomas M. Branin, the Board of Supervisors' representative, abstains on all**  
28 **cases unless otherwise noted.**  
29

30 Mr. Witte - Welcome to the August 10, 2023, meeting of the Planning  
31 Commission. We have all members present. Our representative from the Board of  
32 Supervisors, the honorable Tommy Branin is with us, but he will restrain from voting  
33 unless otherwise noted. With that being said I ask that you stand with us for the Pledge  
34 of Allegiance and silence or mute your cell phones in the process.  
35

36 [Recitation of Pledge of Allegiance]  
37

38 Mr. Witte - Thank you. Do we have any media in the audience? I see  
39 none. With that Mr. Secretary I'll turn it over to you  
40

41 Mr. Emerson - Thank you Mr. Chairman and I'll join with the Chairman this  
42 evening in welcoming everybody to the Henrico County Planning Commission meeting  
43 and public hearing for August 10, 2023. This evening it is requested that all public  
44 comments be provided from the lectern to the rear of the room. For everyone who's  
45 watching the livestream on the county website, you also can participate in this meeting.  
46 You can do that remotely by following these guidelines. Go to the Planning Department's  
47 meeting webpage at [henrico.us/planning/meetings](http://henrico.us/planning/meetings). Scroll down under Planning

Commission and click on Webex Event. Once you have joined the Webex Event, please click the chat button in the bottom-right corner of the screen. Staff will send a message asking if anyone would like to sign up to speak on an upcoming case. To respond, select Kelly Drash from the drop-down menu and send her a message. She will get you placed in the queue to speak. The Commission does have guidelines for its public hearings. The applicant is allowed 10 minutes to present the request and time may be reserved for responses to any testimony. The opposition is allowed a cumulative 10 minutes to present its concerns meaning that everyone who wishes to speak must be included in that overall, 10-minute allowance. Commission questions do not count into those time limits. The Commission may waive the time limits at its discretion. Comments must be directly related to the case under consideration. Commenters must provide their name and address prior to speaking for the record. We do keep verbatim minutes, so we need that information. Thank you again for your participation and interest this evening. With that said Mr. Chairman, the next item on your agenda are the requests for withdrawals and deferrals and those will be presented by Mr. Ben Sehl.

Mr. Witte - Mr. Sehl.

Mr. Sehl - Thank you Mr. Chairman, members of the Commission. Staff is aware of one withdrawal request this evening. The case that has been withdrawn is PUP2023-00005 in the Varina District on Page 1 of your agenda.

**PUP2023-00005 Randy Hooker for DRB III Trucking, LLC:** Request for a Provisional Use Permit under Sections 24-4205 and 24-4324 of Chapter 24 of the County Code to allow a truck/trailer parking lot on Parcel 815-699-8388 located at the southeast intersection of Darbytown Road and Miller Road. The existing zoning is B-3 Business District. The 2026 Comprehensive Plan recommends Planned Industry. The site is located in the Airport Safety Overlay District.

Again, the applicant has withdrawn this application and no further action is necessary by the Commission at this time. Regarding deferrals, staff has been made aware of one deferral request for this evening. That is REZ2023-00011, Christine McGuirl. This is in the Brookland District on Page 1 of your agenda.

**REZ2023-00011 Christine McGuirl:** Request to conditionally rezone from B-2 Business District and R-5 General Residence District to UMU-PD Urban Mixed-Use Planned Development District Parcels 773-736-2198 and 773-736-6272 containing 37.247 acres located at the southeast corner of W. Broad Street and Willow Lawn Drive. The applicant proposes a mixed-use development with residential uses. The uses will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Commercial Concentration, Office, and Environmental Protection Area. This site is located in the Enterprise Zone.

The applicant is asking that this item be deferred to your October 12, 2023, meeting.

93 Mr. Witte - Is there anyone in the audience or on Webex who would like  
 94 to speak to this case?  
 95  
 96 Mr. Morris - There is no one on Webex for this case.  
 97  
 98 Mr. Witte - Alright, well. They want to defer it until which meeting?  
 99  
 100 Mr. Sehl - Until your October 12 meeting.  
 101  
 102 Mr. Witte - October 12. Mr. Chairman, I move that REZ2023-00011,  
 103 Christine McGuirl be deferred to the October 12 meeting.  
 104  
 105 Mr. Baka - Second.  
 106  
 107 Mr. Witte - ...at the request of the applicant. We have a motion by Mr.  
 108 Witte, a second by Mr. Baka. All in favor say aye.  
 109  
 110 Commission - Aye.  
 111  
 112 Mr. Witte - Opposed? Motion passes.  
 113  
 114 Mr. Emerson - Mr. Chairman, unless the Commission has any other late-  
 115 breaking deferrals that completes the withdrawals and deferrals for the evening. The next  
 116 item is requests for expedited cases. We have one of those and that will also be presented  
 117 by Mr. Ben Sehl.  
 118  
 119 Mr. Sehl - Thank you again. On Page 2 of your agenda in the Brookland  
 120 District is PUP2023-00012. This is Maywill Development.  
 121  
 122 **PUP2023-00012 Andrew M. Condlin for Maywill Development LLC:** Request for a  
 123 Provisional Use Permit under Section 24-3708 of Chapter 24 of the County Code to allow  
 124 a mixed-use, master planned development on Parcel 776-737-5035 and part of Parcel 776-  
 125 737-7348 located north of the intersection of Thalbro Street and Westmoreland Street. The  
 126 existing zoning is M-1 Light Industrial District. The 2026 Comprehensive Plan recommends  
 127 Heavy Industry. The site is located in the Westwood Redevelopment Overlay District.  
 128  
 129 The applicant is aware of and has agreed to the conditions listed in the staff report. Staff  
 130 is unaware of any opposition to this request and is recommending approval. I'd be happy  
 131 to try and answer any questions you might have at this time.  
 132  
 133 Mr. Witte - Is there anyone in the audience or on Webex that would like  
 134 to speak to this case?  
 135  
 136 Mr. Morris - Mr. Chairman, there is no one on Webex for this case.  
 137



Mr. Witte - Anyone from the Commission wish to comment? Okay. Let's see here. I recommend approval of PUP2023-00012, Maywill Development LLC subject to the conditions listed in the staff report on the expedited agenda.

Mr. Mackey - Second.

Mr. Witte - We have a motion by Mr. Witte, a second by Mr. Mackey. All in favor say aye.

Commission - Aye.

Mr. Witte - Opposed? Motion passes.

**REASON:** Acting on a motion by Mr. Witte, seconded by Mr. Mackey, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors grant the request because it would provide added services to the community and when properly developed and regulated by the recommended special conditions, it would not be detrimental to the public health, safety, welfare and values in the area.

Mr. Emerson - Mr. Chairman, that completes the expedited items for this evening. We now move into your regular agenda for REZ2023-00015. This is Andrew M. Condlin for Morris Spencer Moore III and Melanie Dawn Moore.

**REZ2023-00015 Andrew M. Condlin for Morris Spencer Moore, III & Melanie Dawn Moore:** Request to conditionally rezone from A-1 Agricultural District to M-2C General Industrial District (Conditional) part of Parcel 824-701-3334 containing 14.258 acres located on the south line of Charles City Road approximately 3,000' west of Britton Road. The applicant proposes the storage of equipment and supplies. The uses will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Planned Industry. This site is located in the Airport Safety Overlay District.

The staff report will be presented by Ms. Molly Mallow.

Ms. Mallow - Thank you Mr. Chairman and members of the Commission. This is a request to conditionally rezone part of a parcel located on the south line of Charles City Road from A-1 Agricultural District to M-2C, General Industrial District Conditional to allow for the outdoor storage of hydroseeding equipment and materials.

The 14.2-acre site is currently zoned A-1 Agricultural District. Surrounding land uses include large acreage, single-family homes and wooded undeveloped parcels, all of which are zoned A-1. Further west along Charles City Road, there are several parcels zoned for industrial use. The applicant is seeking this rezoning in order to bring this parcel into compliance with the zoning ordinance as it is currently being used for outdoor storage which is not a permitted use in the A-1 district.

182 The applicant has submitted a concept plan that shows modifications to the site's existing  
183 layout. These include partially moving the existing gravel driveway to conform with code  
184 required buffers and the construction of an opaque fence and gate for the portion of the  
185 parcel being rezoned to M-2C. The 2026 Comprehensive Plan recommends Planned  
186 Industry. Staff received updated proffers from the applicant dated August 8, 2023, along  
187 with an updated conceptual plan which address the concerns outlined in the staff report.  
188 Time limits do not need to be waived as these were received prior to the deadline. These  
189 changes include limitations on the commercial uses permitted on the subject property,  
190 clarification of where inoperable vehicles may be located, information regarding the  
191 materials of the perimeter fence, and hours of operation.

192  
193 Staff also notes that the applicant has submitted a building permit for the barn located on  
194 the property which is under review by Building Inspections. The updated proffers also  
195 provide an additional assurance regarding the timeline of obtaining this permit. The  
196 proposal would bring an existing use into compliance with the zoning ordinance and is  
197 consistent with the 2026 Comprehensive Plan recommendation for Planned Industry. The  
198 applicant has also worked to address the concerns outlined in the staff report. For these  
199 reasons, staff recommends approval of this request. This concludes my presentation. I'd  
200 be happy to answer any questions.

201  
202 Mr. Witte - Any questions by the Commission?

203  
204 Mr. Mackey - Yes, I had a couple questions unless anybody else has any?  
205 How are you doing Ms. Mallow?

206  
207 Ms. Mallow - Well, thank you.

208  
209 Mr. Mackey - Do we know about how long it has been in use or operating  
210 without being in compliance?

211  
212 Ms. Mallow - Mr. Condlin might be able to speak on that better. I believe the  
213 applicant purchased the property a few years ago though.

214  
215 Mr. Mackey - Oh, okay. As far as inquiries into it by any residents, did we  
216 get a lot of phone calls or questions?

217  
218 Ms. Mallow - I received one call regarding the sign but once I explained it  
219 was an already existing use that was happening on the property nobody had any issues  
220 with that.

221  
222 Mr. Mackey - Alright. I didn't have any other questions.  
223

224 Mr. Witte - Is there anybody on Webex who would like to speak to this  
 225 case? Anybody on Webex who would like to speak to this?  
 226  
 227 Mr. Morris - Mr. Chairman, there is no one on Webex for this case.  
 228  
 229 Mr. Witte - Would you like to hear from the applicant?  
 230  
 231 Mr. Mackey - Just the one question Mr. Condlin about how long they had  
 232 been in operations?  
 233  
 234 Mr. Condlin - It's been about two years and unfortunately, they moved from  
 235 another location in Henrico County where it was A-1 and they had been operating and  
 236 didn't realize he was operating not in conformance at the other property, so he thought  
 237 this was fine too. So, he moved his operations over here just to store his hydroseeding  
 238 equipment. I think it's been a little less than two years that he's been over there, you know  
 239 but this will hopefully bring him into compliance.  
 240  
 241 Mr. Mackey - Alright. Unless any of the other Commissioners have any  
 242 questions. I have been in extensive talks with Ms. Mallow about it. This is just basically to  
 243 bring them into compliance with the ordinances and everything. I don't think it will be a  
 244 detriment to the community or anything. Having said that, Mr. Chairman, I'd like to make  
 245 a motion. I move that we recommend approval of REZ2023-00015, Morris Spencer Moore  
 246 III and Melanie Dawn Moore with the proffers dated August 8, 2023.  
 247  
 248 Mr. Baka - Second.  
 249  
 250 Mr. Witte - We have a motion by Mr. Mackey, a second by Mr. Baka. All  
 251 in favor say aye.  
 252  
 253 Commission - Aye.  
 254  
 255 Mr. Witte - Opposed? Motion passes.  
 256  
 257 **REASON:** Acting on a motion by Mr. Mackey, seconded by Mr. Baka, the  
 258 Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors  
 259 grant the request because it conforms to the objectives and intent of the County's  
 260 Comprehensive Plan and would provide for appropriate development.  
 261  
 262 Mr. Emerson - Mr. Chairman, we now move on to Page 2 of your agenda for  
 263 two companion cases in the Three Chopt District. You have REZ2023-00022, Andrew M.  
 264 Condlin for SKM, LLC.  
 265 **REZ2023-00022 Andrew M. Condlin for SKM, LLC.:** Request to amend proffers  
 266 accepted with REZ2022-00003 on Parcel 733-765-4819 located at the northwest



intersection of W. Broad Street (U.S. Route 250) and N. Gayton Road. The applicant proposes to amend proffers regarding the concept plan, architecture, minimum finished floor area, and trees. The existing zoning is R-6C General Residence District (Conditional). The 2026 Comprehensive Plan recommends Urban Mixed Use and Environmental Protection Area. The site is also located in the West Broad Street Overlay District.

The accompanying case, PUP2023-00009, also Mr. Condlin for SKM. It is a request to allow commercial uses and zoning modifications as part of a master-planned development on the aforementioned property.

**PUP2023-00009 Andrew M. Condlin for SKM, LLC.:** Request for a Provisional Use Permit under Sections 24-2306 and 24-4315.C of Chapter 24 of the County Code to allow commercial uses and zoning modifications as part of a master-planned development on part of Parcel 733-765-4819 located at the northwest intersection of W. Broad Street (U.S. Route 250) and N. Gayton Road. The existing zoning is R-6C General Residence District (Conditional). Proffer amendments are proposed with REZ2023-00022. The 2026 Comprehensive Plan recommends Urban Mixed Use and Environmental Protection Area. The site is located in the West Broad Street Overlay District.

Both of these cases will be presented by Mr. Humphreys and after you hold your public hearing, they will require separate motions.

Mr. Humphreys - Good evening, Mr. Chairman and members of the Commission. As stated, the presentation will combine REZ2023-00022 and its companion PUP2023-00009. Together these cases would amend and replace cases REZ2022-00003 and PUP2021-00025 for the construction of a master planned development to include up to 102 condominium units in a 2 over 2 style. Specifically, this request would amend Proffers 1, 2, 9, and 24 accepted with the rezoning case regarding the conceptual plan, architecture, finished floor area, and trees for the residential component. A new version of the proffers and elevations were submitted on August 8. They were handed out to you this evening and they would not require a waiver of time limits and they'll be referenced in this presentation.

The requested proffer amendments are based on the site constraints discovered as part of the site plan process as well as the desire to use a new dwelling style. The overall limit of 102 units would remain the same. Revisions to the conceptual plan, included in Proffer 1, would include the removal of the center roadway and replaced with a pedestrian avenue seen here. Due to the conversion of this area from a vehicular to pedestrian traffic, Proffer 24 would be amended to reference the placement of trees along this pedestrian walkway versus a street. The new conceptual layout would also change the alignment of the buildings so the majority of units would be oriented in a north/south direction. The proffers currently limit all buildings to a maximum of 6 units in width. However, the amended proffers would allow one structure, seen here, to be up to 10 units in width.

The applicant has also submitted new architectural elevations, which now show all units having gabled roofs versus flat roofs. Other changes to Proffer 2 would modify the

requirements for windows to a minimum of two for each floor on the side and rear facades, except for floors containing garage doors and include a new requirement that all side facades be considered high-impact elevations with increased detail and accent features.

The 2026 Comprehensive Plan recommends Urban Mixed-Use and Environmental Protection Area uses for this site. The proposed amendments would not drastically change the intent of the proffers accepted with REZ2022-00003 and would still allow the integration of this request with the adjacent approved projects in order to increase consistency with the 2026 Comprehensive Plan. The companion Provisional Use Permit application would continue to provide more design flexibility within the site to further support the goals of the Comprehensive Plan. For these reasons, staff supports this rezoning request.

Additionally, if the Planning Commission recommends approval of the rezoning request, staff recommends approval of the Provisional Use Permit with the conditions as they appear in the staff report. This concludes my presentation. I'd be happy to take any questions.

Mr. Witte - Any questions by the Commission? Is there anybody on Webex opposed or who would like to speak to this case or in the audience?

Mr. Morris - Mr. Chairman, there is no one on Webex for this case.

Mrs. Thornton - Can we hear from the applicant?

Mr. Witte - Would the applicant please go to the podium?

Mr. Condlin - Good evening, Mr. Chairman, members of the Commission. My name is Andy Condlin here on behalf of the applicant, SKM and I have with me Laura Vaden from Stanley Martin Companies. This is a really an adjustment of a previous case necessary for part of the Urban Mixed Use. The actual commercial along Broad Street is already under construction and with the apartments behind this is a good transition from the multi-family residential to the commercial on Broad Street and of course on Gayton Road at this area. So, we're asking as Mr. Humphreys has already pointed out just really an adjustment of the existing plan. We think this plan works a little bit better. And, with a different product and a slightly different product from what was originally approved so we're just kind of tweaking some of the proffers to accommodate for that. With that I'll be happy to answer any questions that you may have.

Mrs. Thornton - Just to clarify, the three closest to North Gayton the front facing with the doors will be on that side? Facing North Gayton?

Mr. Condlin - That's right.

Mrs. Thornton - And, then the garages will face inward toward each other?

Mr. Condlin - Yes, ma'am.



359  
360 Mrs. Thornton - Okay, so the pedestrian...  
361  
362 Mr. Condlin - Into the alley or roadway that you've got there, yes.  
363  
364 Mrs. Thornton - Okay, just to clarify. I'm actually pulling something up real quick  
365 that I had been sent. So, if anybody else has any questions for the applicant? Of course,  
366 it's not going to work.  
367  
368 Mr. Branin - I have a question. May I?  
369  
370 Mrs. Thornton - Yes.  
371  
372 Mr. Branin - Mr. Condlin?  
373  
374 Mr. Condlin - Yes, sir?  
375  
376 Mr. Branin - Can you forward some and pull up that exhibit? The left-side  
377 elevation and the right-side elevation. Can you blow that up?  
378  
379 Mr. Condlin - Yes, sir?  
380  
381 Mr. Witte - There it is.  
382  
383 Mr. Condlin - Do you want a hardcopy? Would that be easier?  
384  
385 Mr. Branin - Oh, we're good. I've got my copy right here sir, but I can't see  
386 what kind of treatment that is. What is it?  
387  
388 Mr. Condlin - On the side?  
389  
390 Mr. Branin - Yes.  
391  
392 Mr. Condlin - As far as material goes?  
393  
394 Mr. Branin - Yes.  
395  
396 Mr. Condlin - It's brick from that standpoint. It used to be hardiboard,  
397 hardiplank and that's been replaced with brick on this one.  
398  
399 Mr. Branin - All the way up?  
400  
401 Mr. Condlin - Yes, sir.  
402

403 Mr. Branin - Thank goodness, because on this minimum one I was looking  
 404 at and I was like, yeah, that's not going to work. Looks like it's going down but I'm glad they  
 405 did put the brick on.

406

407 Mr. Condlin - I think that's labeled. I can't read the labels either.

408

409 Mr. Branin - Yeah, that's, that's I couldn't see it which is why it's always  
 410 important for an applicant, Mr. Condlin, to bring in or you provide something that the  
 411 Commission can actually read.

412

413 Mr. Condlin - Yes, we may adjust this and put it in big, bold letters.

414

415 Mr. Branin - Yes. By the time, if it comes forward to the Board it would be  
 416 really good to have that you know because my eyes aren't as good as they used to be.

417

418 Mr. Condlin - Mine aren't either. Gotcha. Yes, sir.

419

420 Mrs. Thornton - Okay. No, he just blew it up because that's we were looking at  
 421 each other because...So this is the side elevation. Now, the rear elevation is hardiplank?  
 422 Mr. Branin?

423

424 Mr. Condlin - Yes.

425

426 Mrs. Thornton - I did zoom in.

427

428 Mr. Branin - Okay. And I think that was, is that and is every one of them the  
 429 same color. Do you know?

430

431 Mr. Condlin - I think so.

432

433 Mr. Branin - Yeah, that really sucks honestly because I rode by your other  
 434 product just the other day and I looked and every single one's that yellowish. Can't you mix  
 435 that up some to give individual character to each? I believe when we met...

436

437 Mrs. Thornton - Right.

438

439 Mr. Branin - We had talked about, if you're going to spend that kind of  
 440 money for a townhome, by God you want to know it's your townhome. And when they're all  
 441 one color it might as well be an apartment building. Agreed?

442

443 Ms. Vaden - Agreed 100%. We can change it so that each stack has a...

444

445 Mr. Condlin - Laura, why don't you come over here?

446

447 Mrs. Thornton - Yes, the fronts...

448

449 Mr. Branin - They look good.

450

451 Mrs. Thornton - Yes and they were each different.

452

453 Mr. Branin - Right, and the brick on the sides is good.

454

455 Mrs. Thornton - Yes.

456

457 Mr. Branin - But the back...

458

459 Mrs. Thornton - ...is all so it looks like one long...

460

461 Mr. Branin - And what is that Mr. Condlin, what product?

462

463 Ms. Vaden - It's hardiboard.

464

465 Mr. Branin - It's hardi? Okay. Cementitious board?

466

467 Mr. Condlin - In regard to revisions in color would you want that on the

468 elevations, or can I just put it in the proffers to say we'll have that...

469

470 Mr. Branin - I'd like it to be reflected in both. And I don't and I didn't see is

471 the brick reflected in the proffers as well?

472

473 Mr. Condlin - As far as materials originally it was but not specifically on that.

474 I think that I thought it was labeled on there, but we'll get it labeled on the front so it's

475 obvious. We can change that.

476

477 Mrs. Thornton - It's just small. It is on there but...

478

479 Mr. Emerson - It's labeled brick.

480

481 Mr. Condlin - We'll get the label bigger and bolder.

482

483 Mr. Emerson - The hardi is labeled but of course it's not varying in color.

484

485 Mr. Branin - I don't have any further questions.

486

487 Mrs. Thornton - That's it. I was trying to pull it up from when we met. I had it in

488 my notes. So, we're good now.

489

490 Mr. Condlin - We'll create a variety of colors both in the proffers and in the

491 elevations and we'll highlight the material a bit stronger.

492

493 Mrs. Thornton - Just a little bit larger font.

494



495 Mr. Condlin - Larger font. We're all getting older.  
 496  
 497 Mrs. Thornton - Yes or bring us a magnifying glass. Anybody else?  
 498  
 499 Mr. Witte - Anybody else?  
 500  
 501 Mrs. Thornton- Okay, well, with that, with the changes that you've specified  
 502 that you will have for the next meeting, Mr. Chairman, I move that we recommend approval  
 503 of REZ2023-00022, SKM, LLC with the revised proffers dated August 8, 2023.  
 504  
 505 Mr. Archer - Second.  
 506  
 507 Mr. Witte - We have a motion by Mrs. Thornton, a second by Mr. Archer.  
 508 All in favor say aye.  
 509  
 510 Commission - Aye.  
 511  
 512 Mr. Witte - Opposed? Motion passes.  
 513  
 514 **REASON:** Acting on a motion by Mr. Mackey, seconded by Mr. Baka, the  
 515 Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors  
 516 grant the request because it conforms to the objectives and intent of the County's  
 517 Comprehensive Plan and would provide for appropriate development.  
 518  
 519 Mrs. Thornton - Mr. Chairman, I recommend approval of PUP2023-00009,  
 520 SKM, LLC subject to the conditions listed the staff report.  
 521  
 522 Mr. Archer - Second.  
 523  
 524 Mr. Witte - We have a motion by Mrs. Thornton, a second by Mr. Archer.  
 525 All in favor say aye.  
 526  
 527 Commission - Aye.  
 528  
 529 Mr. Witte - Opposed? Motion passes.  
 530  
 531 **REASON:** Acting on a motion by Mrs. Thornton, seconded by Mr. Archer,  
 532 the Planning Commission voted 5-0 (one abstention) to recommend the Board of  
 533 Supervisors grant the request because it is reasonable in light of the surrounding uses and  
 534 existing zoning on the property.  
 535  
 536 Mr. Emerson - Mr. Chairman, we now move on to your next item which is a  
 537 discussion item, and you should have the calendar in front of you. Each year we need the  
 538 Commission to endorse or adopt their calendar so we can provide applicants guidance in  
 539 terms of how to file for consideration of their plan. So, if you've reviewed it or if you could

540 review it and then a motion adopting the calendar would be appropriate if you find it  
541 acceptable.

542  
543 Mr. Witte - Hang on one second. I know it's in here. I saw it. There it is.

544  
545 Mr. Mackey - Mr. Chairman, I move that we accept the Henrico County  
546 Planning Commission 2024 Meetings and Filing Deadlines as presented.

547  
548 Mrs. Thornton - Second.

549  
550 Mr. Witte - We have a motion by Mr. Mackey, a second by Mrs. Thornton.  
551 All in favor say aye.

552  
553 Commission - Aye.

554  
555 Mr. Mackey - Opposed? Motion passes.

556  
557 Mr. Emerson - Thank you Mr. Chairman. The next item on your agenda this  
558 evening is the consideration of approval of your minutes from your regular meeting on July  
559 13, 2023. I don't believe we have any errata sheet but of course if you have any corrections,  
560 please let us know and we'll make those for you.

561  
562 Mr. Witte - Any corrections? I think we have a motion.

563  
564 Mr. Mackey - I move that we accept the minutes as presented.

565  
566 Mr. Baka - Second.

567  
568 Mr. Witte - We have a motion by Mr. Mackey, a second by Mr. Baka. All in  
569 favor say aye.

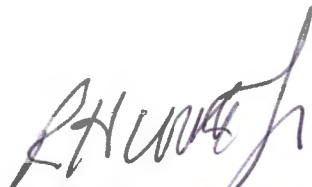
570  
571 Commission - Aye.

572  
573 Mr. Witte - Opposed? Motion passes.

574  
575 Mr. Emerson - Mr. Chairman, I've got one last item for the Commission this  
576 evening. I'd like to introduce you to a new member of our Planning staff. Ali, if you would  
577 stand up. You're more than welcome to come up to the podium there if you like. Ali Hartwick  
578 has joined our Planning staff as of July 31. She's a County Planner II in the Comprehensive  
579 Planning Division so you'll be seeing her quite a bit. She's been working for Virginia Tech  
580 as a graduate Research Assistant while obtaining her Master of Urban and Regional  
581 Planning. She has experience in research, design and GIS operations. We're really excited  
582 that Ali decided that she would accept our offer to come to work with us and join our team  
583 and we'd just like to welcome her here and introduce her to you.

584  
585 Mr. Witte - Welcome.

586  
587 Mr. Archer - Welcome.  
588  
589 Mr. Witte - Are you the one I've been hearing about that's going to start  
590 singing the National Anthem?  
591  
592 Ms. Hartwick - Not me.  
593  
594 Mr. Witte - Well, welcome.  
595  
596 Ms. Hartwick - Thank you.  
597  
598 Mr. Witte - Glad to have you. Would you like to say anything? Okay. I don't  
599 mind putting you on the spot.  
600  
601 Mr. Emerson - Mr. Chairman with that I have nothing further for the  
602 Commission this evening.  
603  
604 Mr. Witte - Any member of the Commission want to add anything?  
605 Meeting adjourned.  
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Mr. Robert H. Witte Jr., Chairperson

  
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Mr. R. Joseph Emerson, Secretary