

1 Minutes of the regular monthly meeting of the Planning Commission of Henrico County  
2 and a special work session to continue discussion on the potential amendments to the  
3 County Code regarding Public Street Frontage Requirements for Family Subdivisions,  
4 held in the County Administration Building in the Government Center at Parham and  
5 Hungary Spring Roads beginning at 9:00 a.m. Wednesday, December 15, 2010.  
6

Members Present: Mr. Ernest B. Vanarsdall, C.P.C., Chairman (Brookland)  
Mr. C. W. Archer, C.P.C. Vice Chairman (Fairfield)  
Mrs. Bonnie-Leigh Jones, (Tuckahoe)  
Mr. E. Ray Jernigan, C.P.C., (Varina)  
Mr. R. Joseph Emerson, Jr., Director of Planning, Secretary  
Mr. David A. Kaechele (Three Chopt)  
Board of Supervisors Representative

Member Absent: Mr. Tommy Branin (Three Chopt)

Others Present: Mr. David D. O'Kelly, Assistant Director of Planning  
Ms. Leslie A. News, CLA, 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, County Planner  
Mr. Lee Pambid, C.P.C., County Planner  
Ms. Aimee Berndt, AICP, County Planner  
Ms. Kim Vann, Henrico Police  
Ms. Holly Zinn, Recording Secretary

7  
8 **Mr. David A. Kaechele, the Board of Supervisors' representative, abstains from**  
9 **voting on all cases unless otherwise noted.**

10  
11 Mr. Vanarsdall - Good morning, everyone, welcome to the Planning  
12 Commission this morning. We don't have too heavy a schedule this morning. Good  
13 morning, fellow Commissioners, and a special good morning to Mr. Kaechele from the  
14 Board of Supervisors. Mr. Branin had an emergency, and he won't be with us this  
15 morning. With that I will ask you to stand and **Pledge Allegiance to our Flag.**

16  
17 Thank you. I'll turn the meeting over now to our secretary and Director of Planning, Mr.  
18 Emerson.

19  
20 Mr. Emerson - Thank you, Mr. Chairman. Your first item on the agenda  
21 today is your requests for deferrals and withdrawals. There are none today unless the  
22 Commission has any. With a short agenda, I'm going to make the assumption the  
23 Commission doesn't. The next item is the Expedited Agenda, and we do have one item  
24 on the Expedited Agenda. That will be presented by Ms. Leslie News.

25  
26 Ms. News - Good morning, Mr. Chairman, members of the Commission.

27  
28 Mr. Vanarsdall - Good morning, Ms. News.

29  
30 Ms. News - On page 3 of your agenda, we have one item that's in the  
31 Fairfield District. This is POD-21-10—it's also a lighting plan—for Tribble Office Building.  
32 Staff recommends approval.

33  
34 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

35  
POD-21-10 **Land Concepts, PC for Steven R. and Dody Tribble:**  
POD2010-00299 Request for approval of a plan of development and lighting  
Tribble Office Building – plan, as required by Chapter 24, Section 24-106 of the  
1551 Mountain Road Henrico County Code, to construct a one-story 14,640  
square foot office/warehouse building. The 1.60-acre site  
is located on the western line of Mountain Road,  
approximately 340 feet north of the intersection of North  
Run Drive and Mountain Road, on parcels 781-761-4638,  
6051 and 7439. The zoning is B-3C, Business District  
(Conditional). County water and sewer. **(Fairfield)**

36  
37 Mr. Vanarsdall - Is anyone in the audience in opposition to this case, POD-  
38 21-10, Tribble Office Building? No opposition, Mr. Archer.

39  
40 Mr. Archer - All right, Mr. Chairman. The applicant has satisfactorily met  
41 all the requirements with staff, so with that I recommend approval of POD-21-10, Tribble  
42 Office Building, on the Expedited Agenda, subject to the annotations on the plan, the  
43 standard conditions for developments of this type and lighting plans, and the additional  
44 Conditions #11B, #29, #30, #31, #32, and #33.

45  
46 Mr. Jernigan - Second, Mr. Chairman.

47  
48 Mr. Vanarsdall - Motion by Mr. Archer, seconded by Mr. Jernigan. All in favor  
49 say aye. All opposed say no. The ayes have it; the motion passes.

50  
51 The Planning Commission approved POD-21-10, Tribble Office Building, subject to the  
52 annotations on the plans, the standard conditions attached to these minutes for  
53 developments of this type and lighting plans, and the following additional conditions:

- 54  
55 11B. Prior to the approval of an electrical permit application and installation of the site  
56 lighting equipment, a plan including light spread and intensity diagrams, and  
57 fixture specifications and mounting heights details shall be revised as annotated  
58 on the staff plan and included with the construction plans for final signature.  
59 29. A concrete sidewalk meeting County standards shall be provided along the west  
60 side of Mountain Road.

- 61 30. Outside storage shall not be permitted.  
62 31. The proffers approved as a part of zoning cases C-29C-94 and C-65C-99 shall  
63 be incorporated in this approval.  
64 32. The certification of building permits, occupancy permits and change of  
65 occupancy permits for individual units shall be based on the number of parking  
66 spaces required for the proposed uses and the amount of parking available  
67 according to approved plans.  
68 33. The location of all existing and proposed utility and mechanical equipment  
69 (including HVAC units, electric meters, junctions and accessory boxes,  
70 transformers, and generators) shall be identified on the landscape plan. All  
71 building mounted equipment shall be painted to match the building, and all  
72 equipment shall be screened by such measures as determined appropriate by  
73 the Director of Planning or the Planning Commission at the time of plan approval.  
74

75 Mr. Vanarsdall - Next case, Mr. Secretary. Oh, oh, we can't say that today.  
76

77 Mr. Emerson - No sir, no sir. The next item on the agenda is your  
78 Subdivision Extensions of Conditional Approval and there are no extensions to present  
79 to you this month. That would take us to our regular agenda, and you just dispensed  
80 with the one case on your regular agenda. So, the next item will be the approval of the  
81 minutes of November 17, 2010.  
82

83 APPROVAL OF MINUTES: November 17, 2010.  
84

85 Mr. Vanarsdall - Does anyone have any corrections?  
86

87 Mrs. Jones - I move the minutes be accepted as distributed.  
88

89 Mr. Jernigan - Second.  
90

91 Mr. Vanarsdall - Motion by Mrs. Jones, seconded by Mr. Jernigan. All in  
92 favor say aye. All opposed say no. The ayes have it; the motion passes.  
93

94 The Planning Commission approved the November 17, 2010 minutes as presented.  
95

96 Mr. Emerson - Mr. Chairman, you do have a work session item continued  
97 from your meeting last week. That is the continued discussion of the public street  
98 frontage requirements. Mr. Ben Blankinship is here to present information and allow the  
99 Commission to continue the discussion to determine your direction on this proposed  
100 ordinance.  
101

102 Mr. Vanarsdall - Good morning, Mr. Blankinship.  
103

104 Mr. Blankinship - Good morning, Mr. Chairman, members of the Commission.  
105 As you recall, this has been deferred from one week ago. There was a lengthy  
106 discussion about the road standards at that meeting. No conclusions were reached, and

107 it was time for you to get on with your evening's agenda, so the discussion was carried  
108 forward to this morning.

109

110 We have done some research since then. We have had some conversations, but we  
111 really haven't received any new proposals in that short amount of time to put before  
112 you. So, our purpose this morning, I hope, is to continue to hear from you what you  
113 would like to see the amendment say, what you would like to recommend to the Board  
114 of Supervisors.

115

116 Mr. Jernigan - I have some questions.

117

118 Mr. Blankinship - Yes, sir.

119

120 Mr. Jernigan - Before, when this went to the BZA—and I know now we're  
121 trying to get it changed over to the Planning Commission—but before, when it went to  
122 the BZA for a variance, what conditions for a road were there then?

123

124 Mr. Blankinship - On most of the cases there were no conditions; it was left up  
125 to the property owner. There were a few cases—and I mentioned specifically one last  
126 week—where there was about a half mile from the public road to the proposed dwelling,  
127 and the conditions were, in fact, impassable. A condition was put on the case that  
128 before they built the dwelling, they had to build a road that a fire truck could traverse. It  
129 wasn't any more specific in terms of 2 inches of this and 6 inches of that.

130

131 Mr. Jernigan - If everything stayed the same as it was today and didn't  
132 come to the Planning Commission and went back to the BZA for a variance, there  
133 wouldn't be any conditions?

134

135 Mr. Blankinship - Right. The BZA hearings, though, are of a different sort in  
136 that they have more discretion in terms of granting and attaching conditions or looking  
137 at site-specific conditions. When something is in the Subdivision Ordinance, you have  
138 much less discretion than you do on a rezoning case. The Board of Zoning Appeals'  
139 reviews are more similar to a rezoning than to a subdivision in terms of the discretion  
140 that they can use. We would go out and look at each site and make a recommendation  
141 based on the conditions of that site. It's a very different process from a Subdivision  
142 Ordinance where anyone who meets these requirements can expect to be approved.

143

144 Mr. Jernigan - I tell you, I thought about this a lot and talked to David again  
145 yesterday. I didn't talk to Mike. David asked me if I wanted him to come. I said no. I said  
146 I think we've beat this horse enough. I guess we're just going to have to decide what  
147 we're going to recommend for a public hearing. I haven't changed in the way I feel. I still  
148 think that to put a gravel road with 2 inches of asphalt on it that could be 1,000 feet long,  
149 it's just cost-prohibitive for anybody to do that. I don't think there's any sense in having  
150 it. Nobody's going to be able to adhere to it. I do have some ideas that I want to pass  
151 along to you. I think that this has worked through the years, and I think this could  
152 continue to work. Have an 18-foot right-of-way clear straight up—so you don't have

153 trees hanging overtop of you—for a fire truck to come though and also a 12-foot  
154 driveway with crushed stone. On any driveway that's over 800 feet long, have a Hinson  
155 curve halfway up. That's the best way I could describe it. If there are 2 vehicles coming  
156 along, they'll know that halfway up one of them can pull off to the side of the road and  
157 the other one can come on through. Any road that's over 800 foot long, have a marker  
158 when you come off on that driveway to show the distance to the house or houses back  
159 there so the fire department will know how much hose they have to lay down. I think  
160 David said they carry 1,000 feet on the truck. Anything over 800 feet would have to  
161 have a marker showing the distance. If a house is a quarter mile off the road, you can  
162 just put the marker at the driveway.

163  
164 That's all I can come up with right now. In some of the cases we have—and I know  
165 that's not going to set well with everybody, but I have to look at what's feasible for the  
166 people in my district and the other districts, too—a lot of these roads, you're coming  
167 down a 16-foot road to go to a 20-foot driveway. Some of the roads that we still have in  
168 Varina are 16 feet. So we would end up having a wider driveway than a road. If they can  
169 make it down the road, I think they can make it down the driveway. That's my idea.

170  
171 Mr. Vanarsdall -                   What do you think of that?

172  
173 Mr. Blankinship -                I haven't really had a chance to give it too much thought,  
174 clearly. That was the original draft that we had a couple of years ago. I learned last  
175 week that the fire code was more demanding than we had thought, what I had thought.  
176 Apparently, the fire code does require at least a 20-foot clear right-of-way. My first  
177 reaction as Mr. Jernigan was speaking was that the 18 feet—I learned last week 18 feet  
178 was too narrow for the clear zone—of course it's less expensive to clear 2 more feet  
179 than it is to pave 2 more feet.

180  
181 Mr. Jernigan -                   Well, I can make that 20.

182  
183 Mr. Blankinship -                The 12 feet of width, I don't know whether that is really  
184 functional or not either. Again, that was a number that was given to us 2 or 3 years ago.  
185 I'm not sure that number was really a good place to start.

186  
187 Other than that, whether the road is paved or gravel is just an issue that's going to  
188 continue to be discussed. There's not going to be an answer to that question that makes  
189 everyone satisfied.

190  
191 Mr. Vanarsdall -                You mean that won't go away, that part?

192  
193 Mr. Emerson -                   Mr. Jernigan, do you have any recommendation for the  
194 depth of the crushed stone?

195  
196 Mr. Jernigan -                   I will have to leave that up to Mr. Jennings to give me some  
197 idea on that. I'm talking about just the basic idea, Mr. Secretary, so that would be the

198 concept, and then Works could tell us. Mr. Branin may know a little more about it, but I  
199 don't. I'm sure Mike can get the calculations on it.

200

201 Mr. Emerson - Your desire is that we take these directions and come up  
202 with some requirements around them that would make them somewhat workable  
203 without the paved surface requirement?

204

205 Mr. Jernigan - Yes, sir, what Ben said. If Code is 20 feet—is it Code or  
206 ordinance?

207

208 Mr. Blankinship - I do not know.

209

210 Mr. Emerson - Mr. Jennings may know that answer. Do you know, Mike, on  
211 the 20 feet?

212

213 Mr. Jennings - The only code that I'm aware of is in the fire code that they  
214 need 20 feet to actually set up their apparatus. Now, a 20-foot drive aisle, I do not know  
215 whether that's Code or not.

216

217 Mr. Vanarsdall - State your name, Mike.

218

219 Mr. Jennings - Oh, I'm sorry. Mike Jennings, Traffic Engineer for Henrico  
220 County.

221

222 Mr. Archer - Mr. Blankinship, when Mr. Jernigan was asking about how  
223 the BZA previously handled these cases—and I know they're rare, so we won't see  
224 many of them I don't suppose—wouldn't the Planning Commission or the Board or  
225 somebody have to act previously on the case before we go to the BZA for anything?

226

227 Mr. Emerson - I think he was contrasting when the BZA used to handle  
228 these to how it would be done in the future. We don't anticipate that the BZA would see  
229 them at all if this amendment or something like this amendment were adopted.

230

231 Mr. Archer - I know, but whatever is adopted, there wouldn't be any  
232 recourse or any action that the BZA would be able to take for any reason?

233

234 Mr. Emerson - Right. The thing that would be left to the BZA is existing lots  
235 because the Subdivision Ordinance regulates the creation of new lots. So, if somebody  
236 has had a piece of land with no public street frontage in the family for many years and  
237 wants to build on it, and they're not proposing to divide it, just to build on a current lot,  
238 that would still go to the BZA. Whether they'd be able to meet the requirements would  
239 be determined case by case.

240

241 Mrs. Jones - I'd like to just throw out a thought. I've been thinking about  
242 this a lot since last week as well. I thought we might end up somewhere around 20 feet  
243 since I listened to the Fire Department simply because they're the ones with whom

244 we're really concerned. We're concerned with safety, and they're a big part of that.  
245 Unfortunately, as Ray said, many of these situations require considerable expense to  
246 build that kind of access, and they've always been handled on a case-by-case basis. My  
247 concern is by handling this through the Subdivision Ordinance, making very, very strict  
248 guidelines, which once met must be approved, we lose our discretion on any kind of  
249 case-by-case discussion. I don't know how we can get that back into the thought.  
250 Because these are unusual situations by their very nature, I sure would like to have  
251 some kind of ability to at least make some determination as to whether there's any  
252 exception available for various situations. How we do that—in one week? I haven't  
253 come up with that.

254  
255 Mr. Blankinship - It would have to be a legislative decision as opposed to a  
256 ministerial one.

257  
258 Mrs. Jones - And we can't.

259  
260 Mr. Blankinship - Then it couldn't be in the Subdivision Ordinance, and we  
261 were specifically directed to handle it that way.

262  
263 Mrs. Jones - I realize that, and that's why I'm at an impasse with that. I  
264 wanted to say that I think that could be a loss for the process just because of the nature  
265 of what we're dealing with regarding these families.

266  
267 Mr. Jernigan - I'm all right to change it to a 20-foot right-of-way. It's Code,  
268 but we'll make it 20 because that's just the right-of-way; that's not the road. I'll tell you  
269 what I'd like to see happen. I don't know how much more we can do on this. I don't want  
270 to vote on something—if a person came in and had to put in a 1,300-foot driveway for  
271 \$130,000? No. I am not going to vote for that. Let's just come up with whatever we  
272 have to do, and let's get a public hearing on it to get the input from the citizens and see  
273 what they say. I don't know where else to go on this.

274  
275 Mr. Vanarsdall - I'm like you. I realize that it wouldn't make sense to spend  
276 more money on the road than on the house. I'm sort of like Mrs. Jones, I wish we could  
277 handle each case. I understand where you're coming from, Ray.

278  
279 Mr. Jernigan - I don't want to pass an ordinance that nobody is going to  
280 use. Once we do that, it's going to restrict everybody from doing anything. You won't  
281 see any families subdivide. We've always been taught in here to not land lock any  
282 property. When you do this, you're landlocking property. If one owner has a house and  
283 wants to give it to his kids, he's not going to be able to. We're landlocking the rest of  
284 that property.

285  
286 Mr. Kaechele - I guess if you have a 20-foot right-of-way, you assume that's  
287 going to be cleared and that will give you some shoulder and emergency use. I was out  
288 at a home in Goochland over the weekend. They had an over 1,000-foot driveway, and  
289 it was 10 or 12 feet of concrete. There were 400 cars that got back and forth there

290 without having problems. So, I think most cases are going to get through there,  
291 particularly a fire truck.

292

293 Mr. Archer - What was the width of the driveway, Mr. Kaechele?

294

295 Mr. Kaechele - It was 10 to 12.

296

297 Mr. Jernigan - That's the reason I said something about the Hinson curve.  
298 You know, if you have an ambulance coming out and a fire truck coming in, they know  
299 that halfway up through there they can pull off and pass each other.

300

301 Mr. Kaechele - With a 20-foot right-of-way, 2 cars can get through.

302

303 Mr. Emerson - There are a couple ways I think we could approach this.  
304 Staff can go back using these parameters, and we can come up with something to bring  
305 to you for your consideration again. You could move forward to a public hearing with the  
306 standards as they're set while you're considering and thinking about this and take public  
307 input on what's in the ordinance to see what the public brings forward to you. They may  
308 bring forward some other ideas, understanding your concern that if the proposed  
309 standards are too strenuous, you may lose some of that positive input in the rhetoric of  
310 "what do you guys think you're doing." So, you have to weigh that into it. We can do it  
311 either way. If you'd like for us to work on this and try to come back to you with  
312 something in the new year, we certainly can do that.

313

314 Mr. Jernigan - I don't think that Public Works and the Fire Department are  
315 going to agree with what I've suggested.

316

317 Mr. Emerson - I think Planning staff can work on this and bring something  
318 back to you.

319

320 Mr. Jernigan - We might do this. Set a public hearing. Let Public Works  
321 and the Fire Department say their side of it, and then what we feel as a Commission,  
322 our side of it, and let's hear the input from the citizens.

323

324 Mr. Emerson - That's a way to handle it. That way you get the public input,  
325 and there may be some suggestions come forth from the public that you haven't  
326 considered.

327

328 Mr. Jernigan - We're so far apart on what I'm thinking and what the  
329 County's thinking. I don't think we can get close enough that we can come to one—

330

331 Mr. Emerson - Right.

332

333 Mr. Jernigan - —decision. I'd just as soon get the people in here and see if  
334 they have some ideas.


335




336 Mr. Vanarsdall - I'm wondering how many people we'll have here.  
337  
338 Mr. Emerson - That's my question.  
339  
340 Mr. Vanarsdall - I don't think we'll have many people.  
341  
342 Mr. Emerson - Well, either that or it may be standing room only. It could go  
343 one way or the other.  
344  
345 Mr. Jernigan - Remember when we were going to change it to 5 acres?  
346  
347 Mr. Emerson - That's what I'm thinking about. I think I was out of town that  
348 day, but I heard about it.  
349  
350 Mr. Jernigan - You couldn't get a seat in here. Mr. Donati and I thought—I  
351 said we needed body armor after that meeting.  
352  
353 Mr. Emerson - Let us do this. Let Planning staff work on this until January,  
354 and we will bring something back to you at your meeting in January. From there we can  
355 discuss it again for another 15 or 20 minutes, and you can make a determination of  
356 what you want to do. Why don't we take your concepts, put some structure around it,  
357 and bring it back to you. We may contact you individually in the interim. How about that?  
358  
359 Mr. Archer - Suits me. Mr. Secretary, while you're at it, Can we come up  
360 with some statistics that would tell us what the approximate cost one foot would be to do  
361 it in the perfect manner?  
362  
363 Mr. Emerson - Yes, sir.  
364  
365 Mr. Archer - Can we also have that data for what it would cost to do it at  
366 the minimum?  
367  
368 Mr. Emerson - Yes, sir, we can work on that.  
369  
370 Mr. Jernigan - Well, fortunately, Mr. Branin is pretty well versed in that  
371 because he works in the business. So Tommy's pretty good.  
372  
373 Mr. Vanarsdall - He had a lot of input last time.  
374  
375 Mr. Emerson - We can contact some road contractors to see what they say  
376 the cost would be.  
377  
378 Mr. Blankinship - We started to do that, but we haven't heard back.  
379  
380 Mr. Vanarsdall - All right, we need a motion.  
381

382 Mr. Jernigan - I'll make a motion that staff takes this, works it over, and  
383 brings it back to us in January.  
384  
385 Mr. Archer - Second.  
386  
387 Mr. Vanarsdall - Motion by Mr. Jernigan, seconded by Mr. Archer. All in favor  
388 say aye. All opposed say no. The ayes have it; the motion passes.  
389  
390 Thank you, Mr. Blankinship.  
391  
392 Mr. Emerson - Mr. Chairman, that leaves the final item on your agenda with  
393 adjournment.  
394  
395 Mr. Kaechele - Are there any other items?  
396  
397 Mr. Emerson - No, sir.  
398  
399 Mr. Kaechele - Before you adjourn, Mr. Chairman, I'd like to say—this is the  
400 last meeting, of course, for 2010. Next year, I think you'll have another Board member  
401 sitting here. I would like to say to the Commission and to the staff that I really  
402 appreciated being on the Commission this year and serving. You all do a really  
403 outstanding job in dealing with the public and problems. It's not been the busiest year;  
404 hopefully things will start to pick up soon. Anyway, it's been a good year, and I salute  
405 you for what you do. Next year I hope you'll be busier.  
406  
407 Mr. Emerson - Thank you.  
408  
409 Mr. Jernigan - It's been a pleasure serving with you.  
410  
411 Mr. Vanarsdall - Mr. Kaechele, we've enjoyed having you with us.  
412  
413 Mr. Kaechele - Thank you.  
414  
415 Mr. Vanarsdall - And we appreciate your support from the Board.  
416  
417 Mr. Kaechele - You do an outstanding job.  
418  
419 Mr. Vanarsdall - With that, I want to thank all the Commissioners and Mr.  
420 Secretary for all the cooperation you've given me since I've been chairman. All the staff  
421 couldn't be better to work with, and I wish everybody a Merry Christmas.  
422  
423 Mrs. Jones - And to you as well.  
424  
425 Mr. Archer - Same to you.  
426

427 Mr. Jernigan - Ernie, before we go. Staff, does everybody know what a  
428 Hinson curve is?  
429  
430 Mr. Emerson - I understand what it is, yes, sir.  
431  
432 Mr. Jernigan - I didn't know if everybody knew.  
433  
434 Mr. Vanarsdall - Does anybody else have anything?  
435  
436 Mr. Emerson - No, sir, other than Merry Christmas.  
437  
438 Mrs. Jones - Yes. Ho, ho, ho.  
439  
440 Mr. Vanarsdall - I want to thank Mr. Archer for his gift and his calendar.  
441  
442 Mr. Jernigan - And Mrs. Jones' candy.  
443  
444 Mr. Vanarsdall - I guess I will need a motion and a second to adjourn.  
445  
446 Mrs. Jones - So moved.  
447  
448 Mr. Jernigan - Second.  
449  
450 Mr. Vanarsdall - Motion by Mrs. Jones, seconded by Mr. Jernigan. The  
451 Commission is now adjourned for the year 2010.  
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Mr. Ernest B. Vanarsdall, Chairman

  
R. Joseph Emerson, Jr., Secretary

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## PLANS OF DEVELOPMENT

### 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 water. 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 sewer. 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 **December 15, 2010**, which shall be as much a part of this approval as if details were fully described herein. Eight (8) 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, twenty-one (21) 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 January 2008)**
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.
- 11A. **AMENDED** - Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including depictions of light spread and intensity diagrams, and fixture specifications and mounting height details shall be submitted for Department of Planning review and Planning Commission approval.
- 11B. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting heights details shall be revised as annotated on the staff plan and included with the construction plans for final signature. **(For POD which includes lighting plan approval)**
12. All exterior lighting shall be designed and arranged to direct the light and glare away from nearby residential property and streets.
13. The site, including the parking areas, shall be kept clean of litter and debris on a daily basis. Trash container units/litter receptacles and recycling containers shall be maintained with regular pickups scheduled and shall be screened properly on all four sides. The gate(s) shall remain closed except when the receptacle(s) are being filled or serviced and shall be repaired or replaced as necessary. Details shall be included with the final site plan or required landscape plan for review and approval.
14. Required fire lanes shall be marked and maintained in accordance with the Virginia Statewide Fire Prevention Code.
15. Traffic control signs shall be provided as indicated on the Department of Planning Staff plan. All signs shall be fabricated as shown in The National Manual on Uniform Traffic Control Devices for Streets and Highways and The Virginia Supplement to The Manual on Uniform Traffic Control Devices for Streets and Highways.
16. The assigned property number(s) shall be displayed so it is easily readable from the street. If assistance is needed with the address, please contact the Department of Planning at 501-4284. The Planning Department must assign all property addresses. **(Revised January 2008)**
17. The owner shall have a set of plans approved by the Director of Public Works, Public Utilities and Secretary of the Planning Commission available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
18. The property shall be developed as shown on the plan filed with the case and no changes or additions to the layout shall be made without the approval of this Commission.

19. Upon completion of the improvements and prior to the certification of the permanent occupancy permit, the owner shall furnish a statement by the engineer or land surveyor who prepared the POD plan, to the effect that all construction including water and sewer is in conformance to the regulations and requirements of the POD.
20. The approved Plan of Development is granted by the Planning Commission only to the owners(s)/applicant(s) listed on the Plan of Development application on file for this project. Upon written notification to the Director of Planning, the Plan of Development approval may be transferred to subsequent owner(s) subject to approval by this Commission **(Revised July 2007)**.
21. Vehicles shall be parked only in approved and constructed parking spaces.
22. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
23. The site, including paving, pavement markings, signage, curb and gutter, dumpster screens, walls, fences, lighting and other site improvements shall be properly maintained in good condition at all times. Any necessary repairs shall be made in a timely manner.
24. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
25. Insurance Services Office (ISO) calculations shall be included on the final construction plans for approval by the Department of Public Utilities prior to issuance of a building permit.
26. Any necessary off-site drainage and/or water and sewer easements must be obtained in a form acceptable to the County Attorney prior to final approval of the construction plans.
27. The easements for drainage and utilities as shown on approved plans shall be granted to the County in a form acceptable to the County Attorney prior to any occupancy permits being issued. The easement plats and any other required information shall be submitted to the County Real Property Agent at least sixty (60) days prior to requesting occupancy permits.
28. Deviations from County standards for pavement, curb or curb and gutter design shall be approved by the County Engineer prior to final approval of the construction plans by the Department of Public Works.
29. **(Start of miscellaneous conditions)**

## STANDARD CONDITIONS FOR LANDSCAPE /LIGHTING/FENCE PLANS

1. The plan shall be revised as shown in red on Staff plan dated **December 15, 2010**, which shall be as much a part of this approval as if all details were fully described herein. **Five (5)** 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.

**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)**

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## SUBDIVISION - CONDITIONAL APPROVAL

### Standard Conditions for Conventional Subdivisions Served By Public Utilities Public Water and/or Sewer (January 2008)

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water. **(Substitute condition 5A if well)**
- 5A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer. **(Substitute condition 6A if on site sewage disposal/septic)**
- 6A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **December 15, 2010**, which shall be as much a part of this approval as if all details were fully described herein.

9. This approval shall expire on **December 14, 2011**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
11. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting a number of requirements including but not limited to minimum zoning requirements, Health Department requirements as applicable, and design considerations.
12. Prior to a request for final approval, the developer shall provide a buildable area plan showing information for all lots within the subdivision. Such plan shall be a part of the construction plans submitted for review and for signature. The buildable area plan shall be a minimum of 1" to 50' scale or larger and shall show the buildable area for the principal structure, all setback dimensions, the minimum lot width (perpendicular to the center line of the lot at the front building line), and if applicable, any Special Flood Hazard Areas (floodplains) and the area of each lot exclusive of floodplain, wetlands, easements, buffers, Chesapeake Bay Act Areas, wells and primary/reserved drainfields.

**Standard Conditions for Conventional Subdivisions Not Served By Public Utilities**  
**(January 2008)**

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage and erosion control plans have been approved by the Department of Planning, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, fifteen (15) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
7. The plat shall be revised as shown in red on Staff plan dated **December 15, 2010**, which shall be as much a part of this approval as if all details were fully described herein.
8. This approval shall expire on **December 14, 2011**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
9. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
10. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting a number of requirements including but not limited to minimum zoning requirements, Health Department requirements and design considerations.

11. Prior to a request for final approval, the developer shall provide a buildable area plan showing information for all lots within the subdivision. Such plan shall be a part of the construction plans submitted for review and for signature. The buildable area plan shall be a minimum of 1" to 50' scale or larger and shall show the buildable area for the principal structure, all setback dimensions, the minimum lot width (perpendicular to the center line of the lot at the front building line), and if applicable, any Special Flood Hazard Areas (floodplains) and the area of each lot exclusive of floodplain, wetlands, easements, buffers, Chesapeake Bay Act Areas, wells and primary/reserved drainfields.



**Standard Conditions for Residential Townhouse for Sale (RTH) Subdivisions\**  
**(January 2008)**

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **December 15, 2010**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **December 14, 2011**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
11. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting all requirements, including but not limited to, minimum zoning requirements, and design considerations.
12. A draft of the Declaration of Covenants, Conditions and Restrictions shall be submitted to

the Department of Planning for review, prior to final approval. The proposed Homeowners Association for the project shall be responsible for the exterior maintenance of all buildings and grounds.

13. All block corners shall be monumented and referenced, where possible, to the exterior boundaries of the site
14. The record plat shall contain a statement that the common area is dedicated to the common use and enjoyment of the homeowners of **(name of subdivision)** and is not dedicated for use by the general public. This statement shall refer to the applicable article in the covenants recorded with the plat.

**Standard Conditions for Zero Lot Line Subdivisions**  
**(January 2008)**

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **December 15, 2010**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **December 14, 2011**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change may be implemented.
11. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting all requirements, including but not limited to, minimum zoning requirements, and design considerations.
12. Prior to a request for final approval, the developer shall provide a buildable area plan

showing information for all lots within the subdivision. Such plan shall be a part of the construction plans submitted for review and for signature. The buildable area plan shall be a minimum of 1" to 50' scale or larger and shall show the buildable area for the principal structure, all setback dimensions, the minimum lot width (perpendicular to the center line of the lot at the front building line), and if applicable, any Special Flood Hazard Areas (floodplains) and the area of each lot exclusive of floodplain, wetlands, easements, buffers and Chesapeake Bay Act Areas.

## SUBDIVISION - CONDITIONAL APPROVAL

### Standard Conditions for Conventional Subdivisions Served By Public Utilities Road Dedication (No Lots) (January 2008)

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **December 15, 2010**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **December 14, 2011**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.

