

1 Minutes of the regular monthly meeting of the Planning Commission of Henrico County  
2 held in the County Administration Building in the Government Center at Parham and  
3 Hungary Springs Roads beginning at 9:00 a.m. Wednesday, June 28, 2017.  
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Members Present: Mr. Eric S. Leabough, C.P.C., Chairperson (Varina)  
Mr. Robert H. Witte, Jr., Vice-Chairperson (Brookland)  
Mr. C. W. Archer, C.P.C. (Fairfield)  
Mr. Gregory R. Baka (Tuckahoe)  
Mrs. Sandra M. Marshall (Three Chopt)  
Ms. Jean Moore, Assistant Director of Planning, Acting Secretary  
Mr. Tyrone E. Nelson, Board of Supervisors' Representative

Member Absent: Mr. R. Joseph Emerson, Jr., AICP, Director of Planning,  
Secretary

Others Present: Ms. Leslie A. News, PLA, Senior Principal Planner  
Mr. Kevin D. Wilhite, C.P.C., AICP, County Planner  
Mr. Michael F. Kennedy, County Planner  
Ms. Christina L. Goggin, AICP, County Planner  
Mr. Tony Greulich, C.P.C., County Planner  
Mr. Matt Ward, County Planner  
Mr. Gregory Garrison, AICP, County Planner  
Mr. Lee Pambid, C.P.C., County Planner  
Ms. Aimee B. Crady, AICP, County Planner  
Ms. Kate B. McMillion, County Planner  
Ms. Sharon Smidler, P.E., Traffic Engineer  
Mr. Gary A. DuVal, P.E., Traffic Engineer  
Mr. William Moffett, CPETD Planner, Division of Police  
Ms. Melissa Ferrante, Office Assistant / Recording Secretary

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6 **Mr. Tyrone E. Nelson, the Board of Supervisors' representative, abstains on all**  
7 **cases unless otherwise noted.**  
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9 Mr. Leabough - I call this meeting of the Henrico County Planning Commission  
10 to order. This is our plans of development and subdivisions meeting for June 28th. Thank  
11 you all for being here. If you all would take this opportunity to mute or silence your cell  
12 phones. As you do that, I ask that you stand with the Commission for the Pledge of  
13 Allegiance.  
14

15 Do we have anyone in the audience with the news media? I don't believe I see anyone.  
16

17 All Commissioners are present with the exception of our Board representative,  
18 Mr. Nelson, who will be here momentarily. So with that I'd like to turn the agenda over to  
19 our acting secretary, Ms. Moore.  
20

21 Ms. Moore - Thank you, Mr. Chairman. First on our agenda are the  
22 requests for deferrals and withdrawals. Those will be presented by Ms. Leslie News.

23  
24 Ms. News - Thank you very much. Good morning, members of the  
25 Commission. We have one item on our request for deferrals this morning, and that's found  
26 on page 24 of your agenda and is located in the Three Chopt District. This is POD2017-  
27 00249, Shady Grove United Methodist Church Expansion, Phase 3. The applicant has  
28 requested a deferral to the July 26, 2017 meeting.

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30 **PLAN OF DEVELOPMENT**

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POD2017-00249 Shady Grove United Methodist Church Expansion - Phase 3 – 4825 Pouncey Tract Road	<b>Timmons Group for Shady Grove United Methodist Church:</b> Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 6,795-square foot commons addition, to reconstruct a 1,326-square foot portion of the existing building for additional sanctuary space, and to construct a parking lot addition. The 2.56-acre portion of the 13.24-acre site is located at the southeastern corner of the intersection of Pouncey Tract Road (State Route 271) and Shady Grove Road, on parcels 739-769-3330 and 739-769-2272. The zoning is A-1, Agricultural District. County water and sewer. <b>(Three Chopt)</b>
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33 Mr. Leabough - Is there anyone present who is opposed to the deferral  
34 request for POD2017-00249, Shady Grove United Methodist Church Expansion, Phase  
35 3? I see no opposition, Mrs. Marshall.

36  
37 Mrs. Marshall - Mr. Chairman, I move POD2017-00249, Shady Grove United  
38 Methodist Church Expansion, Phase 3, be deferred to the July 26th, 2017 meeting, per  
39 the applicant's request.

40  
41 Mr. Baka - Second.

42  
43 Mr. Leabough - We have a motion by Mrs. Marshall, a second by Mr. Baka.  
44 All in favor say aye. Those opposed say no. There is no opposition; that motion passes.

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46 At the request of the applicant, the Planning Commission deferred POD2017-00249,  
47 Shady Grove United Methodist Church Expansion, Phase 3, to its July 26, 2017 meeting.

48  
49 Ms. News - Staff is not aware of any further requests.

50  
51 Mr. Leabough - Thank you.

53 Ms. Moore - That completes the requests for deferrals unless the  
54 Commission has further requests. If not, we can move on to our expedited agenda items,  
55 which will also be presented by Ms. Leslie News.  
56

57 Ms. News - We have six items on our expedited agenda this morning. The  
58 first is found on page 3 of your agenda and is located in the Three Chopt District. This is  
59 a transfer of approval for POD-42-01, For Eyes/T-Mobile, which was formerly Spring Oak  
60 Retail. Staff recommends approval.  
61

62 *(Deferred from the May 24, 2017 Meeting)*

63 **TRANSFER OF APPROVAL**  
64

65 66 67 68 69 70 71 72 73	POD-42-01 POD2017-00182 For Eyes/T-Mobile (Formerly Spring Oak Retail) – 11591 West Broad Street	TF LP: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from WSG Development Company to TF LP. The 0.71-acre site is located at the southeast corner of West Broad Street (U.S. Route 250) and Spring Oak Drive, on parcel 738-762- 9005. The zoning is B-1, Business District and WBSO, West Broad Street Overlay District. County water and sewer. <b>(Three Chopt)</b>
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74 Mr. Leabough - Is there anyone present who is opposed to transfer request  
75 for POD-42-01 (POD2017-00182), For Eyes/T-Mobile (formerly Spring Oak Retail)?  
76 There is no opposition.  
77

78 Mrs. Marshall - Mr. Chairman, I move approval of the transfer of approval for  
79 POD-42-01 (POD2017-00182), For Eyes/T-Mobile (formerly Spring Oak Retail), subject  
80 to the previously approved conditions, on the expedited agenda.  
81

82 Mr. Witte - Second.  
83

84 Mr. Leabough - We have a motion by Mrs. Marshall, a second by Mr. Witte.  
85 All in favor say aye. Those opposed say no. There is no opposition; that motion passes.  
86

87 The Planning Commission approved the transfer of approval request for POD-42-01  
88 (POD2017-00182), For Eyes/T-Mobile (formerly Spring Oak Retail) from WSG  
89 Development Company to TF LP, subject to the standard and added conditions previously  
90 approved.

Ms. News - The next item is on page 4 of the agenda and is located in the  
Varina District. This is a transfer of approval for POD-58-06, that's a portion of a POD, for  
the J C Penney at The Shops at White Oak Village. Staff recommends approval.

91 **TRANSFER OF APPROVAL**

92

POD-58-06 (Pt)  
POD2016-00353  
J C Penney at The Shops  
at White Oak Village -  
4541 South Laburnum  
Avenue

**DDR Corporation for BRE DDR BR White Oak VA, LLC:**  
Request for transfer of approval of a portion of a plan of development as required by Chapter 24, Section 24-106 of the Henrico County Code from Forest City Commercial Group, Inc. to BRE DDR RR White Oak VA, LLC. The 8.58-acre site is located in an existing shopping center, east of South Laburnum Avenue, south of Interstate 64, and north of Audubon Drive, on parcel 815-718-5790. The zoning is B-3C, Business District (Conditional) and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

93

94 Mr. Leabough - Is there anyone present who is opposed to transfer request  
95 for POD-58-06 (part), (POD2016-00353), J C Penney at The Shops at White Oak Village?  
96 Seeing that there is no opposition, I move that the transfer request for POD-58-06 (part),  
97 (POD2016-00353), J C Penney at The Shops at White Oak Village, be approved subject  
98 to previously approved conditions.

99

100 Mr. Witte - Second.

101

102 Mr. Leabough - We have a motion by Mr. Leabough, a second by Mr. Witte.  
103 All in favor say aye. Those opposed say no. There is no opposition; that motion passes.

104

105 The Planning Commission approved the transfer of approval request for POD-58-06  
106 (part), (POD2016-00353), J C Penney at The Shops at White Oak Village from Forest  
107 City Commercial Group, Inc. to BRE DDR RR White Oak VA, LLC, subject to the standard  
108 and added conditions previously approved.

109

110 Ms. News - Next on page 5 and located in the Tuckahoe District is a  
111 transfer of approval for POD-29-85, Gaskins Professional Center Building, which was  
112 formerly Creekside West Professional Center. Staff recommends approval.

113

114 **TRANSFER OF APPROVAL**

115

POD-29-85  
POD2015-00206  
Gaskins Professional  
Center Building (Formerly  
Creekside West  
Professional Center) –  
1129 Gaskins Road

**Ben Humphreys for Gaskins Place Real Estate, LLC:**  
Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Richmond Venture Company to Gaskins Place Real Estate, LLC. The 1.43-acre site is located east of Gaskins Road, approximately 625 feet north of Patterson Avenue (State Route 6), on parcel 745-742-9144. The zoning is B-2C, Business District (Conditional). County water and sewer. **(Tuckahoe)**

116

117 Mr. Leabough - Is there anyone present who is opposed to POD-29-85  
118 (POD2015-00206), Gaskins Professional Center Building (formerly Creekside West  
119 Professional Center)? There is no opposition, Mr. Baka.

120

121 Mr. Baka - Mr. Chairman, I would move for approval of transfer of  
122 approval POD-29-85 (POD2015-00206), Gaskins Professional Center Building (formerly  
123 Creekside West Professional Center), subject to the standard conditions of this type and  
124 the recommended conditions in the staff report.

125

126 Mr. Archer - Second.

127

128 Mr. Leabough - We have a motion by Mr. Baka, a second by Mr. Archer. All in  
129 favor say aye. Those opposed say no. There is no opposition; that motion passes.

130

131 The Planning Commission approved the transfer of approval request for POD-29-85  
132 (POD2015-00206), Gaskins Professional Center Building (formerly Creekside West  
133 Professional Center), from Richmond Venture Company to Gaskins Place Real Estate,  
134 LLC, subject to the standard and added conditions previously approved.

135

136 Ms. News - The next item is on page 6 of your agenda and located in the  
137 Tuckahoe District. This is a transfer of approval for POD-51-75, Virginia Commonwealth  
138 Bank, which was formerly a Hardee's restaurant addition. Staff recommends approval.

139

#### 140 **TRANSFER OF APPROVAL**

141

POD-51-75	<b>C. Frank Scott, III for Virginia Commonwealth Bank:</b>
POD2016-00228	Request for transfer of approval as required by Chapter 24,
Virginia Commonwealth	Section 24-106 of the Henrico County Code from Boddie-
Bank (Formerly Hardee's	Noell Enterprises, Inc. to Virginia Commonwealth Bank. The
Restaurant Addition) - 900	0.57-acre site is located at the northwest corner of the
N. Parham Road	intersection of North Parham Road and Gayton Road, on
	parcel 753-740-1185. The zoning is O-2C, Office District
	(Conditional). County water and sewer. <b>(Tuckahoe)</b>

142

143 Mr. Leabough - Is there anyone present who is opposed to the transfer  
144 request for POD-51-75 (POD2016-00228), Virginia Commonwealth Bank (formerly  
145 Hardee's Restaurant Addition)? I see no opposition, Mr. Baka.

146

147 Mr. Baka - Mr. Chairman, I would move for approval of the transfer of  
148 approval for POD-51-75 (POD2016-00228), Virginia Commonwealth Bank (formerly  
149 Hardee's Restaurant Addition), subject to the standard conditions in the report.

150

151 Mr. Witte - Second.

152

153 Mr. Leabough - We have a motion by Mr. Baka, a second by Mr. Witte. All in  
154 favor say aye. Those opposed say no. There is no opposition; that motion passes.

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The Planning Commission approved the transfer of approval request for POD-51-75 (POD2016-00228), Virginia Commonwealth Bank (formerly Hardee's Restaurant Addition) from Boddie-Noell Enterprises, Inc. to Virginia Commonwealth Bank, subject to the standard and added conditions previously approved.

Ms. News - The next item is on page 7 of agenda and is located in the Brookland District. This is a transfer of approval for POD-51-06, Bethlehem Road Office Building. Staff recommends approval with the additional conditions listed in the agenda.

**TRANSFER OF APPROVAL**

POD-51-06 POD2017-00227 Bethlehem Road Office Building – 6500 Old Bethlehem Road	<b>Viren R. Kapadia for Riddhi Siddhi, LLC:</b> Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Essex Bank and Wilton Real Estate and Development Company to Riddhi Siddhi, LLC. The 2.58-acre site is located on the east line of Bethlehem Road and the north line of Interstate 64, on parcel 770-745-1768. The zoning is O-2C, Office District (Conditional) and C-1, Conservation District. County water and sewer. <b>(Brookland)</b>
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Mr. Leabough - Is there anyone present who is opposed to the transfer request for POD-51-06 (POD2017-00227), Bethlehem Road Office Building? There is no opposition. Mr. Witte.

Mr. Witte - Mr. Chairman, I move approval of the transfer of approval of POD-51-06 (POD2017-00227), Bethlehem Road Office Building, with previously approved conditions and additional conditions 1 and 2 as shown on the agenda, on the expedited agenda.

Mr. Archer - Second.

Mr. Leabough - We have a motion by Mr. Witte, second by Mr. Archer. All in favor say aye. Those opposed say no. There is no opposition; that motion passes.

The Planning Commission approved the transfer of approval request for POD-51-06 (POD2017-00227), Bethlehem Road Office Building from Essex Bank and Wilton Real Estate and Development Company to Riddhi Siddhi, LLC, subject to the standard and added conditions previously approved and the following additional conditions:

1. Construction shall not be resumed until a revised Erosion and Sediment Control bond, based on current prices, is submitted to the Department of Public Works.
2. Construction shall not be resumed until a revised plan meeting current standards of the Department of Public Utilities has been submitted and approved.

192 Ms. News - The final item is on page 16 of your agenda and located in the  
193 Varina District. This is POD2017-00245, Bojangles at the Eubank and Laburnum  
194 Commercial Center. There is an addendum item on page 2 of your addendum to include  
195 a revised plan that provides the interior sidewalk connections as originally annotated on  
196 the staff plan. Staff recommends approval.

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## PLAN OF DEVELOPMENT

POD2017-00245  
Bojangles at Eubank and  
Laburnum Commercial  
Center – 5441 South  
Laburnum Avenue

**Townes Site Engineering for JG Laburnum, LLC, Robins Laburnum, LLC, and Redco Properties, LLC:**  
Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 3,672 square foot restaurant with drive through facilities. The 1.16-acre site is located on the east line of South Laburnum Avenue approximately 480 feet south of the intersection of South Laburnum Avenue and Eubank Road, on part of parcels 816-711-8151 and 816-711-6950. The zoning is B-3C, Business District (Conditional) and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

200

201 Mr. Leabough - Is there anyone present who is opposed to POD2017-00245,  
202 Bojangles' at Eubank and Laburnum Commercial Center? I see no opposition, so I move  
203 approval of POD2017-00245, Bojangles' at Eubank and Laburnum Commercial Center,  
204 subject to annotations on the plans, standard conditions for developments of this type,  
205 and the additional conditions 29 through 36 as noted in the agenda, as well as the revised  
206 plan referenced in the addendum.

207

208 Mrs. Marshall - Second.

209

210 Mr. Leabough - We have a motion by Mr. Leabough, a second by  
211 Mrs. Marshall. All in favor say aye. Those opposed say no. There is no opposition; that  
212 motion passes.

213

214 The Planning Commission approved POD2017-00245, Bojangles at Eubank and  
215 Laburnum Commercial Center, subject to the annotations on the plans, the standard  
216 conditions attached to these minutes for developments of this type, and the following  
217 additional conditions:

218

219 29. The right-of-way for widening of South Laburnum Avenue as shown on approved  
220 plans shall be dedicated to the County prior to any occupancy permits being  
221 issued. The right-of-way dedication plat and any other required information shall  
222 be submitted to the County Real Property Agent at least sixty (60) days prior to  
223 requesting occupancy permits.

224 30. A concrete sidewalk meeting County standards shall be provided along the east  
225 side of South Laburnum Avenue.

- 226 31. Outside storage shall not be permitted.  
 227 32. The proffers approved as a part of zoning case C-63C-06 shall be incorporated in  
 228 this approval.  
 229 33. Improvements as shown on POD2017-00067 Eubank and Laburnum Commercial  
 230 Master Plan shall be constructed prior to issuance of a final certificate of  
 231 occupancy.  
 232 34. Approval of the construction plans by the Department of Public Works does not  
 233 establish the curb and gutter elevations along the Henrico County maintained right-  
 234 of-way. The elevations will be set by Henrico County.  
 235 35. Evidence of a joint ingress/egress and maintenance agreement must be submitted  
 236 to the Department of Planning and approved prior to issuance of a certificate of  
 237 occupancy for this development.  
 238 36. The location of all existing and proposed utility and mechanical equipment  
 239 (including HVAC units, electric meters, junctions and accessory boxes,  
 240 transformers, and generators) shall be identified on the landscape plan. All building  
 241 mounted equipment shall be painted to match the building, and all equipment shall  
 242 be screened by such measures as determined appropriate by the Director of  
 243 Planning or the Planning Commission at the time of plan approval.  
 244

245 Ms. News - That completes our expedited agenda.  
 246

247 Ms. Moore - Mr. Chairman, we now move to Subdivision Extensions of  
 248 Conditional Approval, which will be presented by Mr. Kevin Wilhite.  
 249

250 **SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL**

251 **EXTENSIONS – FOR PLANNING COMMISSION CONSIDERATION**

Subdivision	Original No. of Lots	Remaining Lots	Previous Extensions	Magisterial District	Recommended Extension
<b>SUB2011-00042 SUB-005-11 Townes at Oakley's Bluff, The (June 2011 Plan)</b>	<b>131</b>	<b>50</b>	<b>5</b>	<b>Varina</b>	<b>June 27, 2018</b>

254 Mr. Leabough - Good morning, Mr. Wilhite.  
 255  
 256

257 Mr. Wilhite - Good morning, Mr. Chairman and Commission members.  
 258 There is one conditional subdivision extension on the agenda this morning. It is there  
 259 Townes at Oakley's Bluff, the June 2011 plan, located in the Varina District. This was  
 260 approved five years ago, so extension of this subdivision would require Planning  
 261 Commission action. I would note that the first section has been recorded and is currently  
 262 under construction. Approval of Section 2 has also occurred. Staff recommends approval  
 263 of the extension.  
 264



265 Mr. Leabough - Are there any questions from the Commission? There are no  
266 questions. With that I move approval of the extension request for conditional subdivision  
267 SUB2011-00042, Townes at Oakley's Bluff (June 2011 plan).

268  
269 Mr. Witte - Second.

270  
271 Mr. Leabough - We have a motion by Mr. Leabough, a second by Mr. Witte.  
272 All in favor say aye. Those opposed say no. There is no opposition; that motion passes.

273  
274 The Planning Commission granted approval of the extension request for SUB2011-  
275 00042, Townes at Oakley's Bluff (June 2011 plan), to June 27, 2018.

276  
277 Ms. Moore - Mr. Chairman, we now move to page 8 of your regular  
278 agenda. This is for POD2017-00212, The Neighborhood of Libbie Mill Midtown Section 1  
279 by representatives E. D. Lewis and Associates for Midtown Land Partners, LLC. This will  
280 be presented by Ms. Aimee Crady.

281  
282 Ms. Crady - And if you could also read the caption for the landscape and  
283 lighting plan.

284  
285 Ms. Moore - Thank you for that. Ms. Crady's going to present these  
286 together, this and the next case which is also The Neighborhood of Libbie Mill Midtown  
287 Section 1, POD2017-00241 and POD2017-00242. They'll be presented together because  
288 it's the same site, but you'll have to have separate motions.

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290 **PLAN OF DEVELOPMENT**

291  
POD2017-00212  
The Neighborhood of  
Libbie Mill Midtown  
Section 1 and Condo  
Buildings 5-6 – Staples  
Mill Road

**E.D. Lewis and Associates for Midtown Land Partners, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 38 three-story residential townhomes for sale, and two four-story residential condominium buildings, totaling 22 units. The 3.2-acre portion of the 85-acre site is located west of Libbie Mill West Boulevard (private) and north of its intersection with Libbie Lake South Street (private), on part of parcel 773-739-0273. The zoning is UMUC, Urban Mixed Use (Conditional). County water and sewer. **(Brookland)**

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300 **LANDSCAPE AND LIGHTING PLAN**

301

POD2017-00241 and  
POD2017-00242  
The Neighborhood of  
Libbie Mill Midtown  
Section 1 and Condo  
Buildings 5-6 – Staples  
Mill Road

**Cite Design for Midtown Land Partners, LLC:** Request for approval of a landscape and lighting plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County Code. The 3.06-acre portion of the 85-acre site is located west of Libbie Mill West Boulevard (private) and north of its intersection with Libbie Mill South Street (private), on part of parcel 773-739-0273. The zoning is UMUC, Urban Mixed Use District. County water and sewer. **(Brookland)**

302

303 Mr. Leabough - Is there anyone present who is opposed to POD2017-00212,  
304 The Neighborhood of Libbie Mill Midtown Section 1 and Condo Buildings 5-6 or anyone  
305 in the audience in opposition to POD2017-00241 and POD2017-00242, The  
306 Neighborhood of Libbie Mill Midtown Section 1 and Condo Buildings 5-6? I see no  
307 opposition. Ms. Crady, good morning.

308

309 Ms. Crady - Good morning. As noted, I'm going to be presenting the next  
310 two cases that are found on pages 8 through 10 in your agenda. That will cover the POD  
311 and the landscape and lighting plan components associated with this section of the Libbie  
312 Mill UMU townhomes and condominium buildings numbers 5 and 6.

313

314 The location of this phase of development is south of the previously approved residential  
315 units and west of the Libbie Mill Library, which would be here on the map. The residential  
316 townhouse portion of the UMU will be referred to as The Neighborhood of Libbie Mill  
317 Midtown for this section and presumably for future sections. So, this includes a name  
318 change in here, which is handled administratively but updated for your reference.

319

320 The plan of development approval is for an additional 38 three-story residential  
321 townhouse units for sale and 2 four-story condominium buildings containing 22 units on  
322 this section here. That is the first case listed on page 8.

323

324 The conditional subdivision approval for the townhomes was granted at the May 2017  
325 Planning Commission hearing, as you may recall, last month. Renderings provided in the  
326 POD demonstrate that this section is a continuation of the three-story units that were  
327 previously approved with phases 1 through 3 of the townhomes. The condominium  
328 buildings are also a continuation of the type of units approved with sections 1 through 3.  
329 These are four stories tall. The elevations for the townhomes here and the condos here  
330 all exceed the minimum finished square footage for each unit exclusive of garages. And  
331 they exceed the minimum requirements outlined in the pattern book. They represent a  
332 range between 1300 and 3,000 square feet of finished floor area and are below the 50-  
333 foot proffered height limitation.

334

335 With that, staff recommends approval of the plan of development subject to the  
336 annotations on the plans, standard conditions for developments of this type, and  
337 conditions 29 through 36 listed in the agenda.

338  
339 I'll continue on to the landscape plan component, which is on page 10.

340  
341 The UMU ordinance requires that the street tree and street lighting plans be submitted  
342 with the plan of development. The landscape plan in your agenda provides not only the  
343 consistent streetscape design meeting the requirements of the UMU, but also provides a  
344 level of detail to demonstrate prototypical foundation plantings, landscaping and  
345 hardscape components within the common areas, and streetscape furniture. In addition,  
346 a path is shown here on the border of the property. It will tie into the sections north and  
347 also into the RPA buffer path that's to the south and east of this section.

348  
349 Also with this request is the lighting plan, which meets the standards of the UMU  
350 ordinance and continues to implement the residential style and scale for street poles and  
351 building-mounted fixtures as shown here. Some bollard-style lighting has been added  
352 between condominium buildings in this phase to address some uniquely challenging  
353 areas to provide a safe and functional pedestrian-oriented community.

354  
355 With this, staff recommends approval to the landscape and lighting plan subject to the  
356 standard conditions for landscape and lighting plans.

357  
358 The proposal as a whole is in compliance with all applicable proffers and provisional use  
359 permits, the Urban Mixed-Use District Ordinance, and the UMU pattern book for Libbie  
360 Mill. Shane Finnegan is here representing Midtown Land Partners, and Monte Lewis, the  
361 civil engineer for the site, is also here. They can speak to the plan of development. Andrew  
362 Bleckley and Liz Crim of Cite Design are also here to represent the landscape and lighting  
363 plans before you today.

364  
365 As noted before, the Commission will need to provide two motions, one for the plan of  
366 development and then one for the combined landscape and lighting plan. That concludes  
367 my presentation.

368  
369 Mr. Leabough - Any questions from the Commission for Ms. Crady? No  
370 questions. Mr. Witte, would you like the applicant to come forward?

371  
372 Mr. Witte - I've been through this, and it's really similar to the outstanding  
373 job they've done over there. If the other Commission members have questions, that's fine.  
374 I have no questions.

375  
376 Mr. Leabough - All right, I think we're good, Mr. Witte.

377  
378 Mr. Witte - Mr. Chairman, I move approval of POD2017-00212, The  
379 Neighborhood of Libbie Mill Midtown Section 1 and Condo Buildings 5-6, as presented,

380 subject to the annotations on the plan, standard conditions for developments of this type,  
381 and additional conditions 29 through 36.

382  
383 Mr. Baka - Second.

384  
385 Mr. Leabough - We have a motion by Mr. Witte, a second by Mr. Baka. All in  
386 favor say aye. Those opposed say no. There is no opposition; that motion passes.

387  
388 The Planning Commission approved POD2017-00212, The Neighborhood of Libbie Mill  
389 Midtown Section 1 and Condo Buildings 5-6, subject to the annotations on the plans, the  
390 standard conditions attached to these minutes for developments of this type, and the  
391 following additional conditions:

- 392  
393 29. The unit house numbers shall be visible from the parking areas and drives.  
394 30. The names of streets, drives, courts and parking areas shall be approved by the  
395 Richmond Regional Planning District Commission and such names shall be  
396 included on the construction plans prior to their approval. The standard street name  
397 signs shall be installed prior to any occupancy permit approval.  
398 31. The subdivision plat for The Neighborhood of Libbie Mill Midtown Section 1 shall  
399 be recorded before any building permits are issued.  
400 32. Prior to issuance of a certificate of occupancy for any building in this development,  
401 the engineer of record shall certify that the site has been graded in accordance  
402 with the approved grading plans.  
403 33. The proffers approved as a part of zoning case REZ2015-00018 and PUP2015-  
404 00006 shall be incorporated in this approval.  
405 34. A note in bold lettering shall be provided on the erosion control plan indicating that  
406 sediment basins or traps located within buildable areas or building pads shall be  
407 reclaimed with engineered fill. All materials shall be deposited and compacted in  
408 accordance with the applicable sections of the state building code and  
409 geotechnical guidelines established by the engineer. An engineer's report  
410 certifying the suitability of the fill materials and its compaction shall be submitted  
411 for review and approval by the Director of Planning and Director of Public Works  
412 and the Building Official prior to the issuance of any building permit(s) on the  
413 affected sites.  
414 35. The pavement shall be of an SM-2A type and shall be constructed in accordance  
415 with County standard and specifications. The developer shall post a defect bond  
416 for all pavement with the Department of Planning - the exact type, amount and  
417 implementation shall be determined by the Director of Planning, to protect the  
418 interest of the members of the Homeowners Association. The defect bond shall  
419 remain in effect for a period of three years from the date of the issuance of the final  
420 occupancy permit. Prior to the issuance of the last Certificate of Occupancy, a  
421 professional engineer must certify that the roads have been designed and  
422 constructed in accordance with County standards.  
423 36. The location of all existing and proposed utility and mechanical equipment  
424 (including HVAC units, electric meters, junction and accessory boxes,  
425 transformers, and generators) shall be identified on the landscape plans. All

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

428  
429 Mr. Witte - All right, Mr. Chairman, I move approval of the landscape and  
430 lighting plan POD2017-00241 and POD2017-00242, The Neighborhood of Libbie Mill  
431 Midtown Section 1 and Condo Buildings 5-6, as presented, subject to the annotations on  
432 the plans and standard conditions applicable to landscape and lighting plans.

433  
434 Mr. Archer - Second.

435  
436 Mr. Leabough - We have a motion by Mr. Witte, a second by Mr. Archer. All in  
437 favor say aye. Those opposed say no. There is no opposition; that motion passes.

438  
439 The Planning Commission approved the landscape and lighting plan for POD2017-00241  
440 and POD2017-00242, The Neighborhood of Libbie Mill Midtown Section 1 and Condo  
441 Buildings 5-6, subject to the standard conditions attached to these minutes for landscape  
442 and lighting plans.

443  
444 Ms. Moore - We next move to page 11 of your regular agenda and page 1  
445 of your amended agenda. This is POD2017-00180, Northern Tool at Westpark,  
446 represented by Berry Engineers, LLC and Harlequin RMD Properties, LLC and Hutton.  
447 This will be presented by Mr. Greg Garrison.

448  
449 *(Deferred from the May 24, 2017 Meeting)*

450 **PLAN OF DEVELOPMENT AND SPECIAL EXCEPTION**

451  
POD2017-00180                      **Berry Engineers, LLC for Harlequin RMD Properties,  
Northern Tool at Westpark      LLC and Hutton:** Request for approval of a plan of  
Phase II Shopping Center      development and special exception, as required by Chapter  
– 9901 West Broad Street      24, Sections 24-106 and 24-2 of the Henrico County Code,  
to construct a one-story, 18,000 square foot hardware store  
with outside display of merchandise for sale in an existing  
shopping center. The special exception would authorize  
outdoor display of merchandise for sale. The 1.6-acre site  
is located southwest of the intersection of West Broad  
Street (U.S. Route 250) and Stillman Parkway, on part of  
parcel 753-758-3069. The zoning is B-3C, Business District  
(Conditional). County water and sewer. **(Three Chopt)**

452  
453 Mr. Leabough - Is there anyone present who is opposed to POD2017-00180,  
454 Northern Tool at Westpark Phase II Shopping Center? I see no opposition. Good morning  
455 again, Mr. Garrison.

456  
457 Mr. Garrison - Good morning. This is a request for approval of 18,000-  
458 square-foot hardware store with outdoor display of merchandise for sale in an existing  
459 shopping center. This plan was deferred from the May 24, 2017 Planning Commission to

460 allow the applicant time to address parking and security fence details. The plan in your  
461 addendum now reflects accurate parking calculations for the shopping center.

462  
463 The elevations submitted propose a primarily brown earth tone brick building with beige  
464 EIFS along the top portion of the building. The elevations are in general conformance with  
465 the proffered conditions from C-77C-89.

466  
467 The applicant is also requesting a special exception by the Planning Commission to  
468 permit outdoor display of merchandise. Per sections 24-56, the exterior display area shall  
469 be an integral part of the architectural design of the building. The applicant has submitted  
470 elevations that show an eight-foot-tall faux wrought iron fence with brick columns.

471  
472 Should the Commission approve the applicant's request for the special exception, staff  
473 recommends approval subject to the annotations on the plans, standard conditions for  
474 developments of this type, and added conditions 29 through 34.

475  
476 Staff and representatives of the applicant are available to answer any questions that you  
477 may have.

478  
479 Mr. Leabough - Any questions for Mr. Garrison from the Commission? I have  
480 one quick question. The shopping center has some sort of description in terms of outdoor  
481 display of items/products?

482  
483 Mr. Garrison - Our code permits garden centers. But this isn't a garden  
484 center. They're going to be storing landscape trailers or power equipment, things of that  
485 nature. Our code does require that they have a security fence around it, and that fence  
486 has to be part of—

487  
488 Mr. Leabough - So it really would be the trailers and things that they would  
489 normally display like Lowe's would display trailers outside.

490  
491 Mr. Garrison - Lowe's is doing it without approval, I would say.

492  
493 Mr. Leabough - I didn't hear you say that.

494  
495 Mr. Archer - He didn't say that.

496  
497 Mr. Leabough - But similar to businesses in other localities that have trailers  
498 that they store outside.

499  
500 Mr. Garrison - Correct.

501  
502 Mr. Leabough - Not in Henrico, of course.

503  
504 Mr. Garrison - Yes. This is required to be behind a fence, and that fence has  
505 to be of architectural design.

506  
507 Mr. Leabough - That makes sense. Okay. That's all I have. Mrs. Marshall,  
508 would you like to hear from the applicant?  
509  
510 Mrs. Marshall - Yes, please.  
511  
512 Mr. Leabough - Would the applicant please come forward.  
513  
514 Mr. Youmans - Good morning. My name is Frank Youmans. I'm with the  
515 Hutton Company out of Chattanooga, Tennessee, as the applicant on behalf of Berry  
516 Engineers. I'm here to answer any questions you all might have regarding this  
517 development.  
518  
519 Ms. Moore - Can you spell your last name, sir?  
520  
521 Mr. Youmans - Yes. Youmans, Y-o-u-m-a-n-s.  
522  
523 Mr. Leabough - Thank you. Are there any questions from the Commission?  
524  
525 Mrs. Marshall - Yes. Greg, can you go back to the elevations? As far as where  
526 it sits, in the locality it sits in, did you give any thoughts or ideas to having any types of  
527 windows whether they be faux windows or anything to dress the building up a little bit?  
528  
529 Mr. Youmans - With regard to faux windows, primarily what we were most  
530 interested in first and foremost was one, addressing the location of the building on the  
531 site within the constraints that we have. The second piece was following the prototype  
532 design for the specific floor layout that Northern Tool needs and then addressing the  
533 conformance with Westpark Shopping Center and those deeds and declarations. That's  
534 where we came up with the design that we have.  
535  
536 The screening for the display yard was required for the project. We were not anticipating  
537 that. We devoted a lot of time to help make that what it needs to be to come into  
538 conformance with code. So, it blends the same materials that the building has.  
539  
540 The Northern Tool floor plan does not typically have any windows. They use shelving  
541 throughout the inside of the store. If there was a glazing requirement—and I'm not at this  
542 moment aware of one that is required in this specific POD.  
543  
544 Mrs. Marshall - Okay. I appreciate that. Thank you.  
545  
546 Mr. Youmans - Yes ma'am.  
547  
548 Mr. Leabough - Are there any other questions from the Commission? Thank  
549 you, sir. Mrs. Marshall, how would you like to proceed?  
550

551 Mrs. Marshall - Mr. Chairman, I move POD2017-00180, Northern Tool at  
552 Westpark Phase II Shopping Center, including the special exception, be approved subject  
553 to the annotations on the plans, the standard conditions for developments of this type,  
554 and additional conditions 29 through 34 in the agenda.  
555

556 Mr. Archer - Second.  
557

558 Mr. Leabough - We have a motion by Mrs. Marshall, a second by Mr. Archer.  
559 All in favor say aye. Those opposed say no. There is no opposition; that motion passes.  
560

561 The Planning Commission approved POD2017-00180, Northern Tool at Westpark Phase  
562 II Shopping Center, including the special exception, subject to the annotations on the  
563 plans, the standard conditions attached to these minutes for developments of this type,  
564 and the following additional conditions:  
565

- 566 29. The ground area covered by all the buildings shall not exceed in the aggregate 25  
567 percent of the total site area.
- 568 30. Outside storage shall not be permitted except as shown on the approved plan.
- 569 31. The proffers approved as a part of zoning cases C-77C-89 and C-11C-93 shall be  
570 incorporated in this approval.
- 571 32. The existing water line easement in conflict with the building footprint shall be  
572 vacated prior to approval of certificate of occupancy for the said building.
- 573 33. Evidence of a joint ingress/egress and maintenance agreement must be submitted  
574 to the Department of Planning and approved prior to issuance of a certificate of  
575 occupancy for this development.
- 576 34. The location of all existing and proposed utility and mechanical equipment  
577 (including HVAC units, electric meters, junctions and accessory boxes,  
578 transformers, and generators) shall be identified on the landscape plan. All building  
579 mounted equipment shall be painted to match the building, and all equipment shall  
580 be screened by such measures as determined appropriate by the Director of  
581 Planning or the Planning Commission at the time of plan approval.  
582

583 **[Mr. Nelson arrives and joins the Commission.]**  
584

585 Ms. Moore - Mr. Chairman, we now move to page 13 of your agenda and  
586 page 2 of your amended agenda. This is SUB2017-00046, Centennial Commons,  
587 represented by Frederick Gibson & Associates, PC for The Starke Company, LLC. This  
588 will be presented by Mr. Lee Pambid.  
589  
590  
591  
592  
593  
594  
595  
596



597  
598

## SUBDIVISION

SUB2017-00046  
Centennial Commons  
(May 2017 Plan) – 1211  
Sydnor Road

**Frederick A. Gibson & Associates, PC for The Starke Company, LLC:** The 19.3-acre site proposed for a subdivision of 27 single-family homes is located on the southern line of Sydnor Road, approximately 600 feet east of its intersection with New Osborne Turnpike, on the eastern line of New Osborne Turnpike approximately 200 feet north of Greenview Drive, and on the southern line of Bickerstaff Road, on parcels 801-708-5247 and 802-709-0902. The zoning is R-3, One-Family Residential District and M-2, General Industrial District. County water and sewer. **(Varina) 27 Lots**

599

600 Mr. Leabough - Is there anyone present who is opposed to SUB2017-00046,  
601 Centennial Commons (May 2017 Plan)? I see no opposition. Good morning, Mr. Pambid.

602

603 Mr. Pambid - Good morning, Mr. Chairman, members of the Planning  
604 Commission.

605

606 This plan proposes 27 single-family lots on two parcels totaling 19.3 acres of land, the  
607 majority of which is zoned R-3. There is a small portion of property along Bickerstaff that  
608 is zoned M-2.

609

610 This overall layout, which is not in your packets but is for informational purposes only,  
611 corresponds to the match sheets in your official packet that you're considering this  
612 morning. This is the northern piece of the subdivision, and the layout here includes a  
613 common area needed for the location of a required level spreader, curb and gutter on the  
614 south line of Sydnor Road along the front of the subdivision, and a temporary turnaround  
615 cul-de-sac at the end of Sydnor Road. That's here. The balance of the site is reserved for  
616 future development, which is here and here.

617

618 The applicant also requests from the Planning Commission a proposed block length, an  
619 exception for approximately 300 feet. The block length of 300 feet is here. That is shorter  
620 than the minimum required 400 feet in the Subdivision Ordinance. Staff has no objection  
621 to this request.

622

623 Staff has completed its review of the revised plan received June 23, 2017, which more  
624 specifically provides dimensions to scale and shows the location of common areas, areas  
625 reserved for future development, and rights-of-way as requested by the Department of  
626 Public Works. Staff has no further comments.

627

628 Staff recommends approval of this subdivision subject to the annotations on the plan,  
629 standard conditions for subdivisions served by public utilities, and additional conditions in  
630 the agenda. I can now field any questions you have regarding this. The developer Rhett  
631 Starke, his surveyor Fred Gibson, and the engineer Mike Hannen, are also here to answer  
632 any questions.

633  
634 Mr. Leabough - Are there any questions from the Commission for  
635 Mr. Pambid? One question about the future-use properties. Has the applicant indicated  
636 any plans or any concepts for those parcels at this point?  
637

638 Mr. Pambid - This portion of the subdivision that is shown as reserved for  
639 future development is going to be proposed for eight lots from here to just short of the  
640 level spreader. We do have a concept that shows Sydnor Road extending all the way  
641 down just short of the level spreader with a permanent cul-de-sac at the end, a 50-foot-  
642 radius cul-de-sac.  
643

644 So as far as this northern piece of area reserved for future development, nothing has  
645 been spoken to in terms of that little piece there. There are topographical issues along  
646 Bickerstaff. It is almost a one-to-one slope rising from Bickerstaff to approximately here.  
647 There is area flat enough along this portion of the property, and that's why they propose  
648 to extend Sydnor Road at some point in the future. They would not have to come back to  
649 the Planning Commission for that; it could be done with a final because it's only eight lots.  
650

651 Mr. Leabough - Okay. Any reason—well, I'll ask the applicant. I'm just  
652 wondering why they wouldn't include it at this point. But they probably don't want to build  
653 a roadway. That's probably why, right?  
654

655 Mr. Pambid - I'll let the developer or the surveyor speak to that.  
656

657 Mr. Leabough - All right. Thank you, sir. Any other questions for Mr. Pambid?  
658 All right. Would the applicant please come forward?  
659

660 Mr. Starke - Good morning, ladies and gentleman. I'm Rhett Starke with  
661 The Starke Company. Good morning.  
662

663 Mr. Leabough - Good morning. How are you?  
664

665 Mr. Starke - Fine, thanks.  
666

667 Mr. Leabough - So you heard my question about the other parcels. Can you  
668 elaborate on that a little bit in terms of what your plans are?  
669

670 Mr. Starke - Our intention is in the future, once we have completed the  
671 original Centennial Commons piece, would be to extend Sydnor Road, put a permanent  
672 cul-de-sac in, and put in eight or nine houses across that upper piece of the property. The  
673 piece here, we're not sure what we're going to do with it, either put that up for sale to have  
674 an acre and a half to put a house on or we may spec a house there. I'm not sure at this  
675 point.  
676

677 Mr. Leabough - But no plans to do anything more intense than that, right? I  
678 mean I don't think it's big enough anyway, right?

679

680 Mr. Starke - No. It actually would work out very nicely to just have a nice  
681 straight shot through there. The intent is to have a nice Craftsman-type neighborhood at  
682 Centennial Commons. We may change that up a little bit across the other side of Sydner  
683 Road going down into the woods, just the architectural aspect of it.

684

685 Mr. Leabough - What about the lots that front New Osborne? Are planning to  
686 do any plantings or anything?

687

688 Mr. Starke - I'm not sure what we've agreed to. I think so. There's a nice  
689 buffer that we've given the County there that we intend to do, so I guess arborvitae or  
690 something.

691

692 Mr. Pambid - Because New Osborne is a major thoroughfare-planned road,  
693 there is an additional setback requirement. So the total off of New Osborne Turnpike will  
694 be 65 feet. Within that 65 feet there is a 25-foot no ingress/egress planting strip that is  
695 required.

696

697 Mr. Leabough - So something that'll screen the roadway from the back of the  
698 homes.

699

700 Mr. Pambid - Yes sir.

701

702 Mr. Leabough - Okay. Any other questions from the Commission? All right.  
703 Thank you, sir.

704

705 Mr. Starke - Thank you.

706

707 Mr. Leabough - Unless anyone else has any other questions, I move that  
708 SUB2017-00046, Centennial Commons (May 2017 Plan), be approved subject to  
709 annotations on the plan, standard conditions for subdivisions served by public utilities, as  
710 well as conditions 13 through 15 as noted in the agenda.

711

712 Mr. Witte - Second.

713

714 Mr. Leabough - We have a motion by Mr. Leabough, a second by Mr. Witte.  
715 All in favor say aye. Those opposed say no. There is no opposition; that motion passes.

716

717 The Planning Commission granted conditional approval to SUB2017-00046, Centennial  
718 Commons (May 2017 Plan), subject to the standard conditions attached to these minutes  
719 for subdivisions served by public utilities, the annotations on the plans, and the following  
720 additional conditions:

721

722 13. Each lot shall contain at least 11,000 square feet.

723 14. Prior to requesting the final approval, a draft of the covenants and deed restrictions  
724 for the maintenance of the common area by a homeowners association shall be

725 submitted to the Department of Planning for review. Such covenants and  
726 restrictions shall be in a form and substance satisfactory to the County Attorney  
727 and shall be recorded prior to recordation of the subdivision plat.

728 15. The details for the landscaping to be provided within the 25-foot wide planting strip  
729 easement along New Osborne Turnpike shall be submitted to the Department of  
730 Planning for review and approval prior to recordation of the plat.

731

732 Ms. Moore - Mr. Chairman, we now move to page 14 of your regular  
733 agenda. This is POD2017-00233, GreenGate Section 3, represented by Kimley-Horn and  
734 Associates, Inc. for ME Nuckols LLC. This will be presented by Mr. Greg Garrison.

735

### 736 PLAN OF DEVELOPMENT AND LIGHTING PLAN

737

POD2017-00233  
GreenGate Section 3 –  
12121 West Broad Street

**Kimley-Horn and Associates, Inc. for ME Nuckols, LLC:**  
Request for approval of a plan of development and lighting  
plan, as required by Chapter 24, Section 24-106 of the  
Henrico County Code, to construct 68 residential  
townhomes for sale, three single-family residential  
dwellings, and a one-story, 2,000-square foot clubhouse  
and pool in an urban mixed-use development. The 6.85-  
acre site is located approximately 2,100 feet west of North  
Gayton Road, north of Graham Meadows Drive, and west  
of GreenGate Section 2, on part of parcel 731-764-5533.  
The zoning is UMUC, Urban Mixed Use District  
(Conditional) and WBSO, West Broad Street Overlay  
District. County water and sewer. **(Three Chopt)**

738

739 Mr. Leabough - Is there anyone present who is opposed to POD2017-00233,  
740 GreenGate Section 3? I see no opposition. Good morning again, Mr. Garrison.

741

742 Mr. Garrison - Good morning. This is Section 3 of the residential portion of  
743 the GreenGate Urban Mixed-Use Project. Sections 1 and 2 were approved by the  
744 Planning Commission August 14, 2014 and April 27, 2016. The applicant is now  
745 requesting approval for 68 townhomes for sale, 3 single-family dwellings, and a 1-story,  
746 2,000-square-foot clubhouse with pool that the applicant proposes to relocate to the east  
747 side of Vinery Avenue in this area here. This will be closer to the commercial portion for  
748 GreenGate.

749

750 In addition, the right-of-way width on the northern portion of Vinery Avenue has been  
751 reduced from 57 feet to 50 feet by eliminating the parking on one side of the street. That's  
752 in this area right here. The changes to the clubhouse and the right-of-way are  
753 modifications to the original master plan. Other modifications to the guidelines include  
754 reduced side yard setbacks for the townhouses from six feet to five feet to accommodate  
755 brick facades and to permit decks to encroach into the side setback due to the angle of  
756 the side lot lines from some of the blocks. These changes reflect issues that arose during  
757 the review of the building permits in sections 1 and 2.

758  
759 The elevations of the townhomes and the single-family dwellings will match previously  
760 approved elevations for Sections 1 and 2. The elevations of the clubhouse are Craftsman  
761 style with standing seam metal roof and wood and metal accents that blend details from  
762 the commercial architecture.  
763  
764 The lighting plan is consistent with previously approved lighting plans and meets the UMU  
765 requirements and proffered conditions.  
766  
767 Staff can recommend approval subject to the annotations on the plans, standard  
768 conditions for developments of this type, and added conditions 11B through 37.  
769  
770 Staff and representatives of the applicant are available to answer any questions that you  
771 may have.  
772  
773 Mr. Leabough - Are there any questions from the Commission for  
774 Mr. Garrison? Okay. Mrs. Marshall, would you like to hear from the applicant?  
775  
776 Mrs. Marshall - Yes, please.  
777  
778 Mr. Leabough - Would the applicant please come forward?  
779  
780 Ms. Croft - Good morning. I'm Nathalie Croft. I'm with Eagle  
781 Construction. And David Ellington with Kimley-Horn is also here this morning to answer  
782 any questions.  
783  
784 Mr. Leabough - Good morning.  
785  
786 Mrs. Marshall - If we could pull back up the picture on Vinery where the  
787 clubhouse is moving to. With the original plans that were approved, the problem, I'm  
788 understanding, is the shape of the lots is driving the force?  
789  
790 Ms. Croft - Yes ma'am. We do have some environmental features toward  
791 the northwestern portion of the site. But we also thought that relocating the clubhouse to  
792 where it is now would be a good transition from the commercial to the residential. It sort  
793 of serves as a middle ground. And we can also use the parking, for sharing the parking,  
794 without having to create additional parking for the clubhouse itself.  
795  
796 Mrs. Marshall - You don't have a problem with the clubhouse being that close  
797 to commercial?  
798  
799 Ms. Croft - No ma'am.  
800  
801 Mrs. Marshall - You don't? Okay. As far as parking goes, how much parking  
802 will you be giving up by moving the clubhouse there?  
803

804 Ms. Croft - I don't believe we're giving up any parking. The clubhouse  
805 originally had a few spaces in that location. But this way for events and such, we could  
806 use the afterhours office parking for any events that would be held at the clubhouse.  
807  
808 Mrs. Marshall - Okay. So the clubhouse parking would not be used by other  
809 people during the time that that's open. Is that correct?  
810  
811 Ms. Croft - I'm not sure I understand your question.  
812  
813 Mrs. Marshall - For example, the residents of GreenGate, if they want to go  
814 to the clubhouse—my understanding is we have less parking. Is that going to be  
815 clubhouse parking only during the time that the clubhouse is open?  
816  
817 Ms. Croft - Oh, no ma'am, no ma'am. We do have parallel spaces along  
818 Vinery that we anticipate being used by residents for the clubhouse or they would ride a  
819 bike or walk there. The parking that is here is the parking for the site, for GreenGate as a  
820 whole.  
821  
822 Mrs. Marshall - Okay, thank you.  
823  
824 Ms. Croft - Thank you.  
825  
826 Mr. Leabough - Can I ask a question?  
827  
828 Mrs. Marshall - You may.  
829  
830 Mr. Leabough - Since you raised that. Do you have any numbers for us in  
831 terms of times, in terms of where you see that there won't be a conflict? It seems like  
832 Mrs. Marshall is thinking ahead in terms of conflicts, in terms of activities at the clubhouse  
833 and other commercial uses in the area when they may have peak parking requirements  
834 or needs.  
835  
836 Ms. Croft - We don't anticipate any large events at this clubhouse. It is a  
837 2,000-square-foot minimum clubhouse for the residents to use. We would anticipate any  
838 events being in the evening hours where the office building would be in use. But there is  
839 parking near it on site in terms of parallel along Vinery, parallel along Becklow with access  
840 to the site there.  
841  
842 Mr. Leabough - How many spaces are you coming up with on those other  
843 streets?  
844  
845 Ms. Croft - I believe parallel on Vinery is about six in front of the  
846 clubhouse.  
847  
848 Mr. Leabough - So you're not getting a lot of spaces on that street.  
849

850 Ms. Croft - Depending on the size of the event, I would hope that it would  
851 be adequate, again, for any afterhours events the parking along the office—the periphery  
852 of the office site could be used.  
853  
854 Mrs. Marshall - So we are losing spaces by moving the clubhouse. Is that  
855 correct?  
856  
857 Ms. Croft - I didn't think many. David, do you know?  
858  
859 Mr. Ellington - I think our original design for the clubhouse had about six  
860 spaces, six to eight spaces in it just because of what Natalie was saying earlier, the  
861 environmental features, the RPA in the back along the stream kind of compressed the  
862 area that we could have the clubhouse. So we only had very small parking to begin with  
863 over there. So moving over here kind of helps with parking off-hours, helps with the  
864 parking along Vinery. We do have six spaces, as Natalie was saying. So we really aren't  
865 losing any spaces by moving it over here.  
866  
867 Mrs. Marshall - So originally you only had six spaces for the community  
868 clubhouse before you moved it?  
869  
870 Mr. Ellington - Correct.  
871  
872 Mrs. Marshall - That's a lot of people for six parking spaces.  
873  
874 Mr. Ellington - Well, we're hoping people will walk.  
875  
876 Mrs. Marshall - I hope they're going to walk and ride their bikes also because  
877 they're probably not going to get a parking spot. Depending on what GreenGate brings  
878 in, if you're bringing in young children, and we're talking small like two or three years old,  
879 they're going to need a parking spot. I don't think six is a lot of parking.  
880  
881 Mr. Ellington - I don't know how much they have over at West Broad Village.  
882 Do you know?  
883  
884 Mrs. Marshall - That I don't know. I've been there, but don't know. Okay.  
885 Thank you.  
886  
887 Mr. Ellington - Thank you.  
888  
889 Mr. Witte - I have a question. The parking spots along the side that  
890 actually are part of the office building, is there any restriction why the people using the  
891 pool couldn't use those spots?  
892  
893 Mr. Ellington - There will be no restriction. So people that want to use the  
894 pool could use those spaces also.  
895

896 Mr. Witte - Thank you.  
897  
898 Mr. Leabough - I was just going to make a comment. Just thinking about it,  
899 most clubhouses don't have a ton of parking because the activities are so sporadic. And  
900 usually with office parking requirements, you typically have extra spaces. So hopefully it  
901 won't be an issue.  
902  
903 Mrs. Marshall - I hope not.  
904  
905 Mr. Leabough - All right, thank you. Any more questions from the  
906 Commission?  
907  
908 Mrs. Marshall - Mr. Chairman. I move POD2017-00233, GreenGate Section  
909 3, be approved subject to the annotations on the plans, the standards conditions for  
910 developments of this type, and additional conditions 11B and 29 through 37 in the  
911 agenda.  
912  
913 Mr. Witte - Second.  
914  
915 Mr. Leabough - We have a motion by Mrs. Marshall, a second by Mr. Witte.  
916 All in favor say aye. Those opposed say no. There is no opposition; that motion passes.  
917  
918 The Planning Commission approved POD2017-00233, GreenGate Section 3, subject to  
919 the annotations on the plans, the standard conditions attached to these minutes for  
920 developments of this type, and the following additional conditions:  
921  
922 11B. Prior to the approval of an electrical permit application and installation of the site  
923 lighting equipment, a plan including light spread and intensity diagrams, and fixture  
924 specifications and mounting heights details shall be revised as annotated on the  
925 staff plan and included with the construction plans for final signature.  
926 29. The unit house numbers shall be visible from the parking areas and drives.  
927 30. The names of streets, drives, courts and parking areas shall be approved by the  
928 Richmond Regional Planning District Commission and such names shall be  
929 included on the construction plans prior to their approval. The standard street name  
930 signs shall be installed prior to any occupancy permit approval.  
931 31. The subdivision plat for Section 3 shall be recorded before any building permits  
932 are issued.  
933 32. The proffers approved as a part of zoning cases REZ2014-00009 and PUP2014-  
934 00006 shall be incorporated in this approval.  
935 33. A construction staging plan which includes details for traffic control, fire protection,  
936 stockpile locations, construction fencing and hours of construction shall be  
937 submitted for County review and prior to the approval of any final construction  
938 plans.  
939 34. A note in bold lettering shall be provided on the erosion control plan indicating that  
940 sediment basins or traps located within buildable areas or building pads shall be  
941 reclaimed with engineered fill. All materials shall be deposited and compacted in



942 accordance with the applicable sections of the state building code and  
943 geotechnical guidelines established by the engineer. An engineer's report  
944 certifying the suitability of the fill materials and its compaction shall be submitted  
945 for review and approval by the Director of Planning and Director of Public Works  
946 and the Building Official prior to the issuance of any building permit(s) on the  
947 affected sites.

948 35. Approval of the construction plans by the Department of Public Works does not  
949 establish the curb and gutter elevations along the Henrico County maintained right-  
950 of-way. The elevations will be set by Henrico County.

951 36. The location of all existing and proposed utility and mechanical equipment  
952 (including HVAC units, electric meters, junctions and accessory boxes,  
953 transformers, and generators) shall be identified on the landscape plan. All building  
954 mounted equipment shall be painted to match the building, and all equipment shall  
955 be screened by such measures as determined appropriate by the Director of  
956 Planning or the Planning Commission at the time of plan approval.

957 37. Except for junction boxes, meters, and existing overhead utility lines, and for  
958 technical or environmental reasons, all utility lines shall be underground.

959  
960 Ms. Moore - Next, we move on to page 18 of your regular agenda and page  
961 3 of your amended agenda. This is a plan of development, POD2017-00222, Take 5 Oil  
962 Change at Patterson and Pump, represented by American Engineering Associates for  
963 ARCORP II, Ltd, and Take 5 Oil Change. This will be presented by Mr. Lee Pambid.

964  
965 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

966  
POD2017-00222  
Take 5 Oil Change @  
Patterson and Pump-  
10571 Patterson Avenue

**American Engineering Associates for ARCORP II, LTD and Take 5 Oil Change:** Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, three bay, 1,634-square-foot auto service station. The 0.59-acre site is located at the southeastern corner of the intersection at Patterson Avenue and Pump Road, on parcel 741-741-6996. The zoning is B-2C, Business District (Conditional). County water and sewer. **(Tuckahoe)**

967  
968 Mr. Leabough - Is there anyone present who is opposed to POD2017-00222,  
969 Take 5 Oil Change at Patterson and Pump? I see no opposition. Good morning again,  
970 Mr. Pambid.

971  
972 Mr. Pambid - Good morning. This applicant requests approval of a plan of  
973 development and lighting plan for a 1,634-square-foot, three-bay oil change facility. The  
974 proffers of zoning case REZ2017-00009 and the conditions of provisional use permit  
975 PUP2017-00010 apply.

976

977 The site plan and elevations are in substantial compliance with the proffered exhibits. In  
978 your addendum, you'll find the revised elevations that match the color scheme of the  
979 proffered exhibits from the previously mentioned rezoning case.

980  
981 The lighting plan features five pole-mounted LED light fixtures at a height of 20 feet, which  
982 is also a proffered provision, and 11 building-mounted cylindrical sconces. The plan  
983 complies with the proffers and the County lighting guidelines.

984  
985 The Department of Public Works, Traffic Division, has evaluated a request and granted a  
986 waiver from the requirement of a left turn lane into the site from Pump Road. This plan is  
987 oriented north and south, so the requirement was for a left turn lane here coming into the  
988 site. That has been waived.

989  
990 Staff recommends approval of this plan of development and lighting plan subject to the  
991 annotations on the plan, standard conditions for developments of this type, and the  
992 additional conditions in the agenda.

993  
994 I can now field any questions you have regarding this. The engineer, Brittney Willis, is  
995 also here.

996  
997 Mr. Leabough - Are there any questions from the Commission for  
998 Mr. Pambid?  
999

1000 Mr. Baka - I have just one question of staff, sir, if I may. You mentioned  
1001 that the Department of Public Works granted the waiver for the left turn lane from Pump.  
1002 So just to clarify, is the reasoning that it's a relatively short distance from Patterson to that  
1003 access point? Or is it more so that this is not an intensive traffic-generating use?  
1004

1005 Mr. Pambid - I think it's a combination of the traffic-generation numbers as  
1006 well as the requirement was for a 200-foot lane, and they just don't have that distance.  
1007

1008 Mr. Baka - Okay, a combination. Thank you.  
1009

1010 Mr. Pambid - Right.  
1011

1012 Mr. Baka - No other questions of staff, sir.  
1013

1014 Mr. Leabough - All right. Any other questions? If not, Mr. Baka, would you like  
1015 to hear from the applicant?  
1016

1017 Mr. Baka - Unless other members of the Commission have any questions  
1018 from the applicant. I do not. I appreciate that the applicant submitted revised elevations  
1019 on June 28th to match the proffered conditions. Mr. Chairman, I move for approval of  
1020 POD2017-00222, Take 5 Oil Change at Patterson and Pump, subject to the annotations  
1021 on the plan, the standard conditions of developments of this type, the revised architectural

1022 elevations dated June 28, 2017, and the additional conditions 11B and 29 through 32 as  
1023 listed in the staff report.

1024  
1025 Mr. Witte - Second.

1026  
1027 Mr. Leabough - We have a motion by Mr. Baka, a second by Mr. Witte. All in  
1028 favor say aye. Those opposed say no. There is no opposition; that motion passes.

1029  
1030 The Planning Commission approved the plan of development and lighting plan for  
1031 POD2017-00222, Take 5 Oil Change at Patterson and Pump, subject to the annotations  
1032 on the plans, the standard conditions attached to these minutes for developments of this  
1033 type, and the following additional conditions:

1034  
1035 11B. Prior to the approval of an electrical permit application and installation of the site  
1036 lighting equipment, a plan including light spread and intensity diagrams, and fixture  
1037 specifications and mounting heights details shall be revised as annotated on the  
1038 staff plan and included with the construction plans for final signature.

1039 29. A concrete sidewalk meeting VDOT standards shall be provided along the south  
1040 side of Patterson Avenue.

1041 30. Outside storage shall not be permitted.

1042 31. The proffers approved as a part of zoning case REZ2017-00009 and the conditions  
1043 of provisional use permit PUP2017-00010 shall be incorporated in this approval.

1044 32. The owner or manager on duty shall be responsible for temporarily closing the auto  
1045 service station when the on-site stacking space is inadequate to serve customer  
1046 demand to prevent a backup of vehicles onto the public right-of-way. The owner  
1047 shall arrange with the Traffic Engineer to provide standard traffic control signs to  
1048 notify customers that stopping or standing on the public right-of-way shall not be  
1049 permitted near the entrances to the facility.

1050  
1051 Ms. Moore - Next is on page 20 of your regular agenda and page 3 of your  
1052 amended agenda. This is POD2017-00246, Brookfield Commons Renovations and New  
1053 Medical Office Building at 6600 West Broad Street, represented by Willmark Engineering  
1054 for 6600 Broad, LLC. This will be presented again by Mr. Lee Pambid.

1055  
1056 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

1057

POD2017-00246  
Brookfield Commons  
Renovations and New  
Medical Office Building –  
6600 West Broad Street

**Willmark Engineering for 6600 Broad, LLC:** Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to renovate an existing three-story 94,400 square foot office building for medical offices, and to construct a one-story 6,026 square foot medical office building. The 6.82-acre site is located at the northeastern corner of the intersection at West Broad Street (U.S. Route 250) and Dickens Road, on parcel 768-743-7194. The zoning is O-3, Office District. County water and sewer. **(Brookland)**

1058  
1059 Mr. Leabough - Is there anyone present who is opposed to POD2017-00246,  
1060 Brookfield Commons Renovations and New Medical Office Building? I see no opposition.  
1061 Good morning again, Mr. Pambid.  
1062  
1063 Mr. Pambid - Good morning. The applicant requests approval of a plan of  
1064 development and lighting plan for an existing three-story building renovation and a new  
1065 one-story medical office building on an un-proffered O-3 site. The existing building was  
1066 originally approved and most recently used as standard multi-tenant office use, and the  
1067 proposed use is for 94,400 square feet of medical office. The proposed site plan contains  
1068 the required amount of parking for both buildings. This is an overall of the entire site.  
1069  
1070 The materials of the existing building are remaining red brick and include gray EIFS and  
1071 precast concrete for the newly exposed portion of the building due to grading. This portion  
1072 of the building is currently below grade, and they're grading that down. This grading will  
1073 create a new entrance on the east side of the building. The elevations for the proposed  
1074 one-story medical office building will contain red brick and light and dark gray EIFS.  
1075  
1076 The lighting plan features 45 pole-mounted LED light fixtures. Six of them are decorative  
1077 lantern-style fixtures mounted at a height of 16 feet. The remaining 39 are flat lens LED  
1078 fixtures mounted at a height of 25 feet. A total of eight building-mounted wall packs are  
1079 proposed, four on each building. The plan complies with the County lighting guidelines.  
1080  
1081 In lieu of a waiver from the sidewalk requirement, the Department of Public Works is  
1082 requiring sidewalk on the north line of Dickens Road. Added condition #32 in your  
1083 addendum reflects this requirement.  
1084  
1085 Staff continues to recommend approval of the plan of development and lighting plan  
1086 subject to the annotations on the plan, standard conditions for developments of this type,  
1087 and the additional conditions in your agenda and your addendum. I can field any  
1088 questions you have regarding this. The developer, Jimmy Stanley, I think, and Simon  
1089 Miller, are also here to answer your questions.  
1090  
1091 Mr. Leabough - Are there any questions from Mr. Pambid? All right. Mr. Witte,  
1092 would you like the applicant to come forward?  
1093  
1094 Mr. Witte - Yes, I'd like the applicant, please.  
1095  
1096 Mr. Leabough - Would the applicant please come forward.  
1097  
1098 Mr. Stanley - Good morning, I'm Jimmy Stanley.  
1099  
1100 Mr. Witte - Mr. Stanley, you're aware that a lot of the trees are going to  
1101 have to be taken down for the sidewalk?  
1102  
1103 Mr. Stanley - Yes sir.

1104  
1105 Mr. Witte - And replanting will be necessary?  
1106  
1107 Mr. Stanley - Yes sir.  
1108  
1109 Mr. Witte - Okay. The only other question I have is why a one-story office  
1110 building? Do you have plans to go up at a later date?  
1111  
1112 Mr. Stanley - No sir. We would like to build a larger facility if we could, but  
1113 the issue is surface parking. There is just not adequate land to put additional surface  
1114 parking there.  
1115  
1116 Mr. Witte - I understand that. My concern was that it seems to be a need  
1117 in that area, and I thought maybe you would have underground or first floor parking to  
1118 accommodate additional.  
1119  
1120 Mr. Stanley - We ran the analysis of structured parking, and it was just cost  
1121 prohibitive. That was our issue.  
1122  
1123 Mr. Witte - That's all I needed to know. Thank you.  
1124  
1125 Mr. Stanley - Yes sir.  
1126  
1127 Mr. Leabough - Any other questions from the Commission? All right,  
1128 Mr. Witte.  
1129  
1130 Mr. Witte - Madam Secretary, do we need two motions?  
1131  
1132 Ms. Moore - For this I believe just one. Correct?  
1133  
1134 Mr. Witte - Just one?  
1135  
1136 Ms. Moore - Or one for the exception?  
1137  
1138 Mr. Pambid - There is no exception in this case; it's just a POD.  
1139  
1140 Ms. Moore - Just one.  
1141  
1142 Mr. Witte - So just one. Okay. Mr. Chairman, I move approval of the plan  
1143 of development and lighting plan for POD2017-00246, Brookfield Commons Renovations  
1144 and New Medical Office Building, as presented, subject to the annotations on the plan,  
1145 standard conditions for developments of this type, additional conditions 11B and 29  
1146 through 32 as shown on the agenda, and standard conditions for lighting plans.  
1147  
1148 Mrs. Marshall - Second.  
1149

1150 Mr. Leabough - We have a motion by Mr. Witte, a second by Mrs. Marshall.  
1151 All in favor say aye. Those opposed say no. There is no opposition; that motion passes.  
1152

1153 The Planning Commission approved the plan of development and lighting plan for  
1154 POD2017-00246, Brookfield Commons Renovations and New Medical Office Building,  
1155 subject to the annotations on the plans, the standard conditions attached to these minutes  
1156 for developments of this type, and the following additional conditions:  
1157

- 1158 11B. Prior to the approval of an electrical permit application and installation of the site  
1159 lighting equipment, a plan including light spread and intensity diagrams, and fixture  
1160 specifications and mounting heights details shall be revised as annotated on the  
1161 staff plan and included with the construction plans for final signature.
- 1162 29. Outside storage shall not be permitted.
- 1163 30. The location of all existing and proposed utility and mechanical equipment  
1164 (including HVAC units, electric meters, junction and accessory boxes,  
1165 transformers, and generators) shall be identified on the landscape plans. All  
1166 equipment shall be screened by such measures as determined appropriate by the  
1167 Director of Planning or the Planning Commission at the time of plan approval.
- 1168 31. Evidence of a joint ingress/egress and maintenance agreement must be submitted  
1169 to the Department of Planning and approved prior to issuance of a certificate of  
1170 occupancy for this development.
- 1171 32. **ADDED:** A concrete sidewalk meeting County standards shall be provided along  
1172 the north side of Dickens Road.  
1173

1174 Ms. Moore - Next on your agenda is on page 22 of your regular agenda  
1175 and page 4 of your amended agenda. This is POD2017-00184, Carriage Hill Apartments  
1176 Expansion, represented by Timmons Group for BPMS Carriage Hill Holdings, LLC and  
1177 Bonaventure. This will be presented by Mr. Mike Kennedy.  
1178

1179  
1180 *(Deferred from the May 24, 2017 Meeting)*

1181 **PLAN OF DEVELOPMENT**

1182  
1183

POD2017-00184 Carriage Hill Apartments Expansion Building 1 – Glenside Drive	<b>Timmons Group for BPMS Carriage Hill Holdings, LLC and Bonaventure:</b> Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a four-story, 187,500 square foot age-restricted apartment building with 112 one-bedroom and 36 two-bedroom units. The 6.08-acre portion of the 42.99-acre site is located between the northern line of Glenside Drive, approximately 831 feet east of Bethlehem Road extended, and the southern lines of Basie Road and Bremner Boulevard, on parcel 770-748-2488. The zoning is R-6C, Residential District (Conditional). County water and sewer. <b>(Brookland)</b>
---	---

1184 Mr. Leabough - Before we move forward, I just wanted to recognize  
1185 Mr. Nelson who is with us today. He slid in here so smoothly that I didn't notice soon  
1186 enough. Thank you for being with us, sir.

1187  
1188 Is there anyone present who is opposed to POD2017-00184, Carriage Hill Apartments  
1189 Expansion Building 1? I see no opposition. Mr. Kennedy.

1190  
1191 Mr. Kennedy - Good morning, members of the Commission.

1192  
1193 This site was rezoned R-6C, Residential Zoning Conditional, on January 24, 2017. The  
1194 proffers of that zoning case limit the use of the overall property to age-restricted senior  
1195 housing. The proposed building layout and design are consistent with the proffered  
1196 development plan and the elevations.

1197  
1198 The proposed floor plan contains over 16,000 square feet of accessory amenity space  
1199 that includes an indoor pool, exercise room, theater, laundry facilities, a spa, meeting  
1200 space, lounge space, club rooms, etcetera. It's a well-equipped building including a café  
1201 and dining room with indoor and outdoor dining.

1202  
1203 The R-6 District permits by-right multi-family dwellings up to 80 feet in height. The  
1204 proposed four-story building will be approximately 47 feet in height at the midpoint of the  
1205 roof, which is how we measure height, and approximately 53 feet in height at the roof  
1206 ridge line.

1207  
1208 Staff has received a revised layout utility plan and grading plan as requested on June  
1209 22nd. The revised plans provide for the construction of a missing section of sidewalk  
1210 along Glenside Drive in this area here. The development is this section back here. As a  
1211 result of providing that, the Department of Public Works waived the sidewalk along Basie  
1212 and Bremner Road.

1213  
1214 In addition, the revised plans provided for the dedication of eight feet of additional right of  
1215 way along Bremner and Basie Road. They will provide widening of the road at that point  
1216 and curb and gutter as well. There is a buffer that runs along this area here. There will be  
1217 a single break in that buffer for a service drive for fire access and trash removal for the  
1218 building. There is no through access from that road into the site, so it's very limited,  
1219 basically like an alley.

1220  
1221 The revised plan also provides for relocation of utilities along Bremner Boulevard and  
1222 Basie Road to permit landscaping. There were electrical power lines going through the  
1223 property encumbering the landscape area along Bremner Boulevard and Basie Road.  
1224 They're being relocated. The engineers indicated that site landscaping will be generally  
1225 consistent with the previously submitted landscape plan. There is significant landscaping  
1226 proposed. Landscaping is going to have to be replaced given the construction of the  
1227 building and the grades. But there will be significant landscaping provided. It will exceed  
1228 the ten-foot transitional buffer that's required. So a ten-foot transitional buffer is required

1229 along Bremner Boulevard and Basie Road and also along the VDOT property that's next  
1230 door.

1231

1232 Staff has determined based on the relocation of the utilities that there is sufficient area to  
1233 provide the landscaping that was critical to this site. Staff notes the revised plan meets all  
1234 applicable codes and proffer requirements, and we're not aware of any opposition at this  
1235 time. Staff recommends approval of the plan subject to the annotations on the plans,  
1236 standard conditions for developments of this type, and conditions 29 through 40 on the  
1237 agenda.

1238

1239 Rachel McKinney with Timmons is available and some representatives of Bonaventure  
1240 are also available to answer your questions, and so am I.

1241

1242 Mr. Witte - Are there any questions by the Commission?

1243

1244 Mr. Baka - I have one question, briefly, if I may, Mr. Kennedy. I realize it's  
1245 the same zoning type, but are there any requirements in the ordinance to provide—I'm  
1246 looking at the landscaping plan or schematic planning plan. Are there requirements in the  
1247 ordinance or any discussions with the applicant about putting in additional landscaping  
1248 on the south side of the building between the newer, larger building and the other existing  
1249 buildings that are just on the other side of that drive aisle 60 to 70 feet away? Was there  
1250 any discussion of additional landscaping in that area? Or is that not a concern due to the  
1251 zoning classification?

1252

1253 Mr. Kennedy - It's on the same site, so it's not a zoning issue. But they are  
1254 providing landscaping. There are a lot of existing trees. This is a mature development so  
1255 there are a lot of mature trees there. This area here is all trees, a treed courtyard.

1256

1257 Mr. Baka - I was looking a little more to the west of your cursor. In there.

1258

1259 Mr. Kennedy - There are trees here as well. There are mature trees in this  
1260 area as well.

1261

1262 Mr. Baka - Okay. So, to clarify, there's nothing required in our Zoning  
1263 Ordinance along that north side of the—right where your cursor is now. South side of that  
1264 building, north side of that parking curb, in that tiny strip.

1265

1266 Mr. Kennedy - No, there isn't.

1267

1268 Mr. Baka - Okay. Thanks.

1269

1270 Mr. Kennedy - Other than the interior parking lot landscaping.

1271

1272 Mr. Baka - All right. Thanks for the clarification.

1273



1274 Mr. Witte - Any other questions by the Commission? Would the  
1275 Commission like to hear from the applicant? I don't see a necessity for it. It's been  
1276 discussed numerous times.

1277  
1278 Mr. Leabough - So I think a motion would be in order, Mr. Witte.

1279  
1280 Mr. Witte - Okay. Mr. Chairman, I move approval of POD2017-00184.  
1281 Carriage Hill Apartments Expansion Building 1, as presented, subject to the annotations  
1282 on the plans, the standard conditions for developments of this type, and additional  
1283 conditions 29 through 40 as shown on the agenda.

1284  
1285 Mr. Leabough - Second. We have a motion by Mr. Witte, a second by  
1286 Mr. Leabough. All in favor say aye. Those opposed say no. There is no opposition; that  
1287 motion passes.

1288  
1289 The Planning Commission approved POD2017-00184. Carriage Hill Apartments  
1290 Expansion Building 1, subject to the annotations on the plans, the standard conditions  
1291 attached to these minutes for developments of this type, and the following additional  
1292 conditions:

- 1293  
1294 29. The unit house numbers shall be visible from the parking areas and drives.  
1295 30. The names of streets, drives, courts and parking areas shall be approved by the  
1296 Richmond Regional Planning District Commission and such names shall be  
1297 included on the construction plans prior to their approval. The standard street name  
1298 signs shall be installed prior to any occupancy permit approval.  
1299 31. The right-of-way for widening of Glenside Drive as shown on approved plans shall  
1300 be dedicated to the County prior to any occupancy permits being issued. The right-  
1301 of-way dedication plat and any other required information shall be submitted to the  
1302 County Real Property Agent at least sixty (60) days prior to requesting occupancy  
1303 permits.  
1304 32. The right-of-way for widening of Basie Road as shown on approved plans shall be  
1305 dedicated to the County prior to any occupancy permits being issued. The right-of-  
1306 way dedication plat and any other required information shall be submitted to the  
1307 County Real Property Agent at least sixty (60) days prior to requesting occupancy  
1308 permits.  
1309 33. The right-of-way for widening of Bremner Boulevard as shown on approved plans  
1310 shall be dedicated to the County prior to any occupancy permits being issued. The  
1311 right-of-way dedication plat and any other required information shall be submitted  
1312 to the County Real Property Agent at least sixty (60) days prior to requesting  
1313 occupancy permits.  
1314 34. In order to maintain the effectiveness of the County's public safety radio  
1315 communications system within buildings, the owner will install radio equipment that  
1316 will allow for adequate radio coverage within the building, unless waived by the  
1317 Director of Planning. Compliance with the County's emergency communication  
1318 system shall be certified to the County by a communications consultant within

- 1319 ninety (90) days of obtaining a certificate of occupancy. The County will be  
 1320 permitted to perform communications testing in the building at any time.  
 1321 35. The proffers approved as a part of zoning case REZ2016-00040 shall be  
 1322 incorporated in this approval.  
 1323 36. A construction staging plan which includes details for traffic control, fire protection,  
 1324 stockpile locations, construction fencing and hours of construction shall be  
 1325 submitted for County review and prior to the approval of any final construction  
 1326 plans.  
 1327 37. Prior to issuance of a building permit, the developer must furnish a letter from  
 1328 Virginia Dominion Power stating that this proposed development does not conflict  
 1329 with their facilities.  
 1330 38. Prior to issuance of a building permit, the developer must furnish a letter from  
 1331 Verizon stating that this proposed development does not conflict with their facilities.  
 1332 39. Approval of the construction plans by the Department of Public Works does not  
 1333 establish the curb and gutter elevations along the Henrico County maintained right-  
 1334 of-way. The elevations will be set by Henrico County.  
 1335 40. The location of all existing and proposed utility and mechanical equipment  
 1336 (including HVAC units, electric meters, junctions and accessory boxes,  
 1337 transformers, and generators) shall be identified on the landscape plan. All building  
 1338 mounted equipment shall be painted to match the building, and all equipment shall  
 1339 be screened by such measures as determined appropriate by the Director of  
 1340 Planning or the Planning Commission at the time of plan approval.  
 1341

1342 Ms. Moore - Mr. Chairman. We move to the last case on your regular  
 1343 agenda. It's on page 26. This is POD2017-00248, the Village at Rocketts Land, Block 16,  
 1344 represented by Timmons Group for Central Virginia Investments / Rocketts Landing, LLC  
 1345 and Rocketts Block 16, LLC. And I should note this is on page 5 of your amended agenda.  
 1346 This will be presented by Mr. Kennedy.  
 1347

1348 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**  
 1349

POD2017-00248  
 The Village of Rocketts  
 Landing Block 16, Section  
 8 – 5100 Old Osborne  
 Turnpike

**Timmons Group for Central Virginia Investments / Rocketts Landing, LLC and Rocketts Block 16, LLC:** Request for approval of a plan of development, ~~landscape plan~~ and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 12 three and four-story residential townhomes for sale and a temporary parking lot, on Block 16 Section 8 of the Village of Rocketts Landing. The 1.634-acre site is located along the western line of Old Osborne Turnpike (State Route 5), and the eastern line of Old Main Street (private), between Old Delaware Street (private) and Old Hudson Street (private), on parcels 797-712-7077, 797-712-8171, and 797-712-5775. The zoning is UMUC, Urban Mixed Use District (Conditional). City water and sewer. **(Varina)**

1350

1351 Mr. Leabough - Is there anyone present who is opposed to POD2017-00248,  
1352 The Village of Rocketts Landing Block 16, Section 8? I see no opposition. Good morning  
1353 again, Mr. Kennedy.

1354  
1355 Mr. Kennedy - Good morning again.

1356  
1357 Pursuant to the proffers of zoning case REZ2017-00001, the addition of block 16 to the  
1358 UMU master plan for The Village of Rocketts Landing, is subject to the proffers submitted  
1359 with zoning case C-56C-04, which established the original UMU master plan for The  
1360 Village of Rocketts Landings. This property will be where that blue warehouse is on Old  
1361 Osborne Turnpike. They will replace it with parking and these townhouses.

1362  
1363 As a result of the proffers of the original case, the developer submitted for review and  
1364 approval by the Director of Public Works an updated traffic study regarding right-of-way  
1365 alignment improvements to Old Osborne Turnpike along the entire length of the property.  
1366 The updated traffic study and signalization analysis was submitted on May 12th to both  
1367 VDOT and Public Works. Based on comments by the County and VDOT staff, they  
1368 resubmitted a revised alignment. After careful consideration of the traffic study, the  
1369 alignment was approved by the Director of Public Works for Route 5. The proposed Route  
1370 5 alignment adjacent to Block 16 provides a single through lane in both directions, north  
1371 and south, as well as turn lanes. There's a left turn lane here and a right turn lane into the  
1372 site here. The study also determined that signalization is not needed at either of those  
1373 intersections at this time. There are no warrants for a signalization along the entire site at  
1374 this time. However, future development may require signalization.

1375  
1376 The proposed right-of-way alignment provides for dedication of an eight-foot-wide  
1377 landscape street scape at the back of curb for future landscape improvements and  
1378 streetscape improvements. Due to the industrial character of the CSX across the street—  
1379 there's actually no access; there's a big retaining wall here—the industrial character of  
1380 the area, and limited vehicular access, it was felt that VDOT would not allow street trees  
1381 and street lighting along that side of Route 5. They want to keep it obstruction-free for the  
1382 traffic that's there. However, the developers have provided a common area with  
1383 landscaping behind that eight-foot right-of-way. So, there will be a landscape strip behind  
1384 it. This is the right-of-way limit here. This is the landscaping on the other side. The  
1385 streetscape in that area won't have a sidewalk, but it will have a grass strip. The intention  
1386 is to encourage pedestrians and cyclists to use the interior streets where there actually  
1387 are building frontages and also to use the Capital Trail. So, to keep them off the industrial-  
1388 type road.

1389  
1390 The revised alignment will specify improvements along Route 5 where it abuts the existing  
1391 developed section of The Village of Rocketts Landing. The extensions of the alignment  
1392 will be addressed when we come back with additional plans. This is only for this section.  
1393 The consultant is still working on revisions to Public Works' comments to address the  
1394 remainder of the alignment. It will be generally consistent with this. It was just to make  
1395 sure that what we're presenting is consistent with that.

1396

1397 In addition, the developers must submit a photometric plan in the future to show the  
1398 lighting plan complies with the UMU standards. They do provide lighting in the parking lot  
1399 and lighting along the streets. They just have to update their photometrics. They're  
1400 required to have a minimum one-foot candle per UMU standards in the parking lot and a  
1401 half-foot candle on the sidewalks. It drops down because of the residential uses, to not  
1402 make residents feel like they're living in the middle of a shopping center.

1403  
1404 The architecture of the proposed townhouses is similar to the townhouses already under  
1405 construction. Should they change the design, the architectural plans will be resubmitted  
1406 for review and approval in the future.

1407  
1408 Several standard conditions have been modified. The proposed development will be  
1409 served by City utilities as opposed to County utilities. It looks like a lot of conditions, but  
1410 primarily it has to do with the fact that it's on a VDOT road and it's also City utilities.

1411  
1412 Staff recommends approval subject to the standard conditions for developments of this  
1413 type, the annotations on the plans, and modified additional conditions on the agenda.  
1414 Richard Souter from WVS is here to answer any questions that you may have.

1415  
1416 Mr. Leabough - Any questions from the Commission for Mr. Kennedy? I have  
1417 one or two questions for you, Mr. Kennedy. The median that's being shown on the plans  
1418 there, that's not a raised median, is it?

1419  
1420 Mr. Kennedy - No, it's a stripe.

1421  
1422 Mr. Leabough - It's a stripe. Okay. And you said that the traffic counts don't  
1423 warrant signalization for VDOT standards?

1424  
1425 Mr. Kennedy - Yes sir, that's correct.

1426  
1427 Mr. Leabough - So do you know what the traffic counts are compared to what  
1428 they need to be to warrant a signal?

1429  
1430 Mr. Kennedy - I don't know that offhand.

1431  
1432 Mr. Leabough - Is there someone from Public—

1433  
1434 Gary Duval - I don't have that information here, but I will follow up with you  
1435 after the meeting.

1436  
1437 Mr. Leabough - I'm just trying to see how we're tracking in terms of getting  
1438 close to the need or warrants for a signal. For the people that live there, I know they  
1439 struggle to get out of their development in the morning and in the evening. I don't know if  
1440 the counts are close or not, but I'm sure it's a pain and an inconvenience for them. I think  
1441 the only benefit to them now is that the work is going on with the Bus Rapid Transit thing  
1442 that is actually slowing the traffic down to a point where they can actually get out. But if

1443 that roadwork wasn't happening, they can't get out at all unless someone decides to be  
1444 nice and they're having a good morning and decide to slow down and let them out. I try  
1445 my best to do it, but I'm only one car. So, that's why I'm asking that question, Mr. Kennedy.  
1446 It's tough to get out of there. Adding the turn lanes will help with the flow of traffic on Route  
1447 5, but it won't help those folks get out of their neighborhood any easier.  
1448  
1449 Mr. Kennedy - It is a VDOT road, so it's difficult for us to impose a signal  
1450 requirement unless it's warranted.  
1451  
1452 Mr. Leabough - No, I understand. I'm just asking a question because this  
1453 development, it's served by that road, so it has an impact.  
1454  
1455 Ms. Moore - The flow of traffic is left. Most people are going left into the  
1456 City of Richmond.  
1457  
1458 Mr. Leabough - They're moving the utility poles, I assume, as a result of this  
1459 work?  
1460  
1461 Mr. Kennedy - Yes sir.  
1462  
1463 Mr. Leabough - I thought there was a requirement that they put utilities  
1464 underground. Is that just interior to the site?  
1465  
1466 Mr. Kennedy - Interior to the site, yes.  
1467  
1468 Mr. Leabough - You do all that on the site and then you've got all these poles  
1469 all the way down the road. It really makes the development look bad. I know that it's  
1470 nothing that we have any control over, but it would help, I think, I with the overall  
1471 aesthetics if Dominion or whoever's utility it is would put the doggone utilities  
1472 underground. You've got all these poles all the way down the span of those buildings.  
1473  
1474 Mr. Kennedy - As long as they keep it in the VDOT right-of-way, we've got  
1475 no control.  
1476  
1477 Mr. Leabough - I know. It just takes it away. Ms. Moore said she was going to  
1478 buy the road out there from VDOT. I'm just joking.  
1479  
1480 Mr. Kennedy - It's happened other places too. They can bring the service  
1481 transmission lines across the street and then it drops down.  
1482  
1483 Mr. Leabough - All right. Any other questions for Mr. Kennedy?  
1484  
1485 Mr. Witte - I have a question, not necessarily for Mr. Kennedy. Is there  
1486 an issue with requesting from Dominion Virginia Power that they put those power lines  
1487 underground? Does anybody know?  
1488

1489 Mr. Leabough - We'll let you set up that meeting, Mr. Witte.  
1490  
1491 Mr. Witte - No problem.  
1492  
1493 Mr. Leabough - I don't think that'll be an issue, but I don't know how much  
1494 leverage we have.  
1495  
1496 Mr. Kennedy - Here it's difficult because we don't have a place on the other  
1497 side of the street to bore across. If there was right of way there, we could do something  
1498 possibly. But the CSX right-of-way starts at the retaining wall, basically there's nothing to  
1499 work with.  
1500  
1501 Mr. Leabough - I don't know how receptive Dominion would be to just pulling  
1502 out the checkbook to bury those lines.  
1503  
1504 Mr. Archer - I can answer that for you, Mr. Chairman.  
1505  
1506 Mr. Leabough - What's that. Mr. Archer?  
1507  
1508 Mr. Archer - It's like talking to a dead stump.  
1509  
1510 Mr. Leabough - Would the applicant, Mr. Souter, come forward? Thank you,  
1511 Mr. Kennedy.  
1512  
1513 Mr. Souter - Good morning, gentlemen. It's Richard Souter, the developer  
1514 at Rocketts Landing. I can actually report on Dominion. We're working with Dominion to  
1515 put it underground.  
1516  
1517 Mr. Leabough - You are?  
1518  
1519 Mr. Souter - Yes.  
1520  
1521 Mr. Leabough - That's good.  
1522  
1523 Mr. Souter - It's a real cost to this. You can do anything if you throw enough  
1524 cash at it, right?  
1525  
1526 Mr. Leabough - And Dominion does not have enough, you're right.  
1527  
1528 Mr. Souter - Oh, they've got plenty. But we are working with them to put  
1529 the majority of those lines along Route 5 underground.  
1530  
1531 Mr. Leabough - I think it would help with the overall aesthetics.  
1532  
1533 Mr. Souter - Oh, yes, of course it would, of course it would.  
1534

1535 Mr. Leabough - You've got all those nice buildings that are being built or that  
1536 have been constructed. And then you just kind of break it up with all these poles. It's just  
1537 a lot of poles. We've got all that landscaping, all the architecture in the buildings, and then  
1538 you just see utility pole after utility pole.

1539  
1540 Mr. Souter - Right. I'm very cognizant of that. It costs real money, right? So  
1541 at some point you spend money to put that underground, you're not spending that money  
1542 on something else at the project.

1543  
1544 Mr. Leabough - Yes.

1545  
1546 Mr. Souter - But we think it's important enough to chase that down with  
1547 Dominion and see if we can get it all underground.

1548  
1549 Mr. Leabough - Great. Question for you about parking. The residents, whether  
1550 it's real or perceived, they seem to have major concerns. So, this parking lot should help  
1551 with that a lot, right?

1552  
1553 Mr. Souter - This parking lot really serves the apartment building. But by  
1554 taking the parking for the new apartment building and actually giving it a space, at least  
1555 that will not be eating up additional on-street parking. Whether the parking is used for one  
1556 use or another, if it's used for one use, it should alleviate it for other uses. This adds to  
1557 the total parking count and should help mitigate. Not less of which there's on-street  
1558 parking around this block as well that will add to the overall parking.

1559  
1560 Mr. Leabough - Then there was conversation—all the Planning staff close  
1561 your ears—about maybe having some overflow opportunities. Is that something that you  
1562 all are still exploring?

1563  
1564 Mr. Souter - It's something we have been thinking about. It's just right now  
1565 it's in the middle of a construction site. I think what happens at the end of the day is when  
1566 we have enough blocks here, you may have to park two or three or four blocks away from  
1567 your house. But there is the opportunity to do that. Which when it was only a one phase  
1568 project, it was less opportunity to do that. So, I think that there will be more available on-  
1569 street parking.

1570  
1571 Mr. Leabough - After your apartment building and the other development. Well  
1572 the blue warehouse building's still there, right?

1573  
1574 Mr. Souter - The building is still there, yes. It'll be gone probably toward the  
1575 end of the year. That's what this whole project is for. Right now the contractor is using  
1576 that building. It's actually a great place to stage for the apartment building. This POD will  
1577 be planned and real construction will begin by the end of the year. So, that building  
1578 probably November or December will be gone.

1579  
1580 Mr. Leabough - Okay. All righty. Any other questions?

1581  
1582 Mr. Souter - One thing that's worth noting here as well, and this is just for  
1583 your own—a way to think about it. As we're getting the second and third generation of  
1584 people living there—so the first people that moved to Rocketts moved there and it was  
1585 quiet and there weren't trash trucks and the restaurants weren't making a noise. They  
1586 kind of came with a mindset that this was this kind of this peaceful neighborhood. The  
1587 people that are moving in now are moving into that as-is condition, so they're much more  
1588 understanding that the parking is maybe—it's challenging, like any urban area. They  
1589 realize there's noise. But they're moving there because of that.

1590  
1591 So more often than not, in my experience, some of the people that moved there at the  
1592 beginning, maybe not knowing what the project was going to evolve into had maybe  
1593 unrealistic expectations of how peaceful and quiet it was going to be and how much  
1594 parking. I think as the project evolves, the people living there are evolving as well. So I  
1595 think the expectations are being met differently today than maybe it was eight to ten years  
1596 ago.

1597  
1598 Mr. Leabough - I think that could happen in any type of neighborhood. Our  
1599 expectations of a neighborhood could be different than what reality is. Those folks still  
1600 made an investment in your community, so we still have to hear them out and listen to  
1601 them.

1602  
1603 Mr. Souter - Agreed. Just on the notion of traffic as well if you don't mind if  
1604 I just expand it.

1605  
1606 Mr. Leabough - Sure.

1607  
1608 Mr. Souter - What's happening on Orleans and Route 5, this happens to  
1609 be just into the City of Richmond, but there's a traffic light coming at that intersection as  
1610 part of Bus Rapid Transit, as well as one block further into the City at Nicholson and Route  
1611 5 there's another traffic light coming in there. So, we actually almost don't see a need  
1612 to—or a point in time there will be another traffic light warranted down Route 5 because  
1613 we think that traffic light at Orleans and Route 5 will actually be the point at which if you  
1614 can't get out one exit, you can always drive internal to the project and use the traffic light  
1615 as your way to get into the flow.

1616  
1617 Mr. Leabough - All right.

1618  
1619 Mr. Souter - Thank you.

1620  
1621 Mr. Leabough - Thank you, sir. Any other questions? All right. With that, I  
1622 move approval of POD2017-00248, The Village of Rocketts Landing Block 16, Section 8,  
1623 subject to standard conditions for developments of this type, additional conditions 1  
1624 modified, 2 modified, 11B, 17, 24, and 25 modified, and 29 through 48, and the revised  
1625 plan as referenced in the addendum.

1626



1627 Mr. Witte - Second.

1628

1629 Mr. Leabough - We have a motion by Mr. Leabough, a second by Mr. Witte.  
1630 All in favor say aye. Those opposed say no. There is no opposition; that motion passes.

1631

1632 The Planning Commission approved POD2017-00248, The Village of Rocketts Landing  
1633 Block 16, Section 8, subject to the annotations on the plans, the standard conditions  
1634 attached to these minutes for developments of this type, and the following additional  
1635 conditions:

1636

1637 1. **MODIFIED** – The owner shall enter into the necessary contracts with the City of  
1638 Richmond Department of Public Utilities for connections to public water and sewer.

1639 2. **MODIFIED** – The City of Richmond Department of Public Utilities shall approve the  
1640 plan of development for construction of public water and sewer, prior to beginning  
1641 any construction of these utilities. The City of Richmond Department of Public  
1642 Utilities shall be notified at least 48 hours prior to the start of any water or sewer  
1643 construction.

1644 11B. Prior to the approval of an electrical permit application and installation of the site  
1645 lighting equipment, a plan including light spread and intensity diagrams, and fixture  
1646 specifications and mounting heights details shall be revised as annotated on the  
1647 staff plan and included with the construction plans for final signature.

1648 17. **MODIFIED** – The owner shall have a set of plans approved by the Director of Public  
1649 Works, City of Richmond Public Utilities and Secretary of the Planning Commission  
1650 available at the site at all times when work is being performed. A designated  
1651 responsible employee shall be available for contact by County Inspectors.

1652 24. **MODIFIED** – The developer shall provide fire hydrants as required by the City of  
1653 Richmond Department of Public Utilities and the Henrico Division of Fire.

1654 25. **MODIFIED** – Insurance Services Office (ISO) calculations shall be included on the  
1655 final construction plans for approval by the City of Richmond Department of Public  
1656 Utilities and the Henrico Division of Fire prior to issuance of a building permit.

1657 29. The unit house numbers shall be visible from the parking areas and drives.

1658 30. The names of streets, drives, courts and parking areas shall be approved by the  
1659 Richmond Regional Planning District Commission and such names shall be  
1660 included on the construction plans prior to their approval. The standard street name  
1661 signs shall be installed prior to any occupancy permit approval.

1662 31. The subdivision plat for the Village of Rocketts Landing Section 8 Block 16 shall  
1663 be recorded before any building permits are issued.

1664 32. The entrances and drainage facilities on Old Osborne Turnpike (State Route 5)  
1665 shall be approved by the Virginia Department of Transportation and the County in  
1666 conjunction with the construction plans for the Village of Rocketts Landing Phase  
1667 3.

1668 33. A notice of completion form, certifying that the requirements of the Virginia  
1669 Department of Transportation entrances permit have been completed for Old  
1670 Osborne Turnpike (State Route 5) in conjunction with the construction plans for  
1671 the Village of Rocketts Landing Phase 3, shall be submitted to the Department of  
1672 Planning prior to any occupancy permits being issued.

- 1673 34. Prior to issuance of a certificate of occupancy for any building in this development,  
1674 the engineer of record shall certify that the site has been graded in accordance  
1675 with the approved grading plans.
- 1676 35. The proffers approved as a part of zoning cases REZ2017-00001 and PUP2017-  
1677 00001 shall be incorporated in this approval.
- 1678 36. A note in bold lettering shall be provided on the erosion control plan indicating that  
1679 sediment basins or traps located within buildable areas or building pads shall be  
1680 reclaimed with engineered fill. All materials shall be deposited and compacted in  
1681 accordance with the applicable sections of the state building code and  
1682 geotechnical guidelines established by the engineer. An engineer's report  
1683 certifying the suitability of the fill materials and its compaction shall be submitted  
1684 for review and approval by the Director of Planning and Director of Public Works  
1685 and the Building Official prior to the issuance of any building permit(s) on the  
1686 affected sites.
- 1687 37. The pavement shall be of an SM-2A type and shall be constructed in accordance  
1688 with County standard and specifications. The developer shall post a defect bond  
1689 for all pavement with the Department of Planning - the exact type, amount and  
1690 implementation shall be determined by the Director of Planning, to protect the  
1691 interest of the members of the Homeowners Association. The defect bond shall  
1692 remain in effect for a period of three years from the date of the issuance of the final  
1693 occupancy permit. Prior to the issuance of the last Certificate of Occupancy, a  
1694 professional engineer must certify that the roads have been designed and  
1695 constructed in accordance with County standards.
- 1696 38. The conceptual master plan, as submitted with this application, is for planning and  
1697 information purposes only.
- 1698 39. All subsequent detailed plans of development needed to implement this conceptual  
1699 plan shall be submitted for staff review and Planning Commission approval, and  
1700 shall be subject to all regulations in effect at the time such subsequent plans are  
1701 submitted for review/ approval.
- 1702 40. The location of all existing and proposed utility and mechanical equipment  
1703 (including HVAC units, electric meters, junctions and accessory boxes,  
1704 transformers, and generators) shall be identified on the landscape plan. All building  
1705 mounted equipment shall be painted to match the building, and all equipment shall  
1706 be screened by such measures as determined appropriate by the Director of  
1707 Planning or the Planning Commission at the time of plan approval.
- 1708 41. Except for junction boxes, meters, and existing overhead utility lines, and for  
1709 technical or environmental reasons, all utility lines shall be underground.
- 1710 42. The proposed development shall be served by privately maintained streets, other  
1711 than Old Osborne Turnpike (State Route 5), unless otherwise approved by the  
1712 Director of Public Works.
- 1713 43. The proposed utilities connected to the City of Richmond system shall be accepted  
1714 by the City for maintenance prior to the issuance of any certificates of occupancy.  
1715 The developer shall coordinate plan review with the City of Richmond and provide  
1716 evidence to the Director of Planning that the City's requirements are satisfied.
- 1717 44. The applicant shall dedicate all right of way and easements and provide or bond  
1718 all improvements determined necessary by the Director of Public Works and the

1719 Virginia Department of Transportation (VDOT) for the widening and improving of  
1720 Old Osborne Turnpike (State Route 5), in conjunction with the construction of  
1721 Rocketts Landing Block 16 Section 8, pursuant to the Village of Rocketts Landing  
1722 2017 Traffic Study prior to the approval of final certificates of occupancy. The  
1723 developer shall coordinate plan review with VDOT and provide evidence that their  
1724 requirements are satisfied.

1725 45. A revised streetscape plan for the Village of Rocketts Landing Block 16 Section 8  
1726 shall be submitted for review and approval by the Department of Planning, prior to  
1727 the approval of construction plans.

1728 46. All required site and streetscape improvements including landscaping and lighting  
1729 for the Village of Rocketts Landing Phase 3 must be completed prior to the  
1730 issuance of any certificate of occupancy in the Village of Rocketts Landing Block  
1731 18 Section 8, unless otherwise approved by the Director of Planning. The Director  
1732 of Planning may defer all or part of the required landscape, lighting or streetscape  
1733 improvements for which a performance bond has been posted.

1734 47. An updated UMU Master Plan incorporating Block 16 Section 8 must be submitted  
1735 to the Planning Department for review and approval prior to approval of the final  
1736 construction plan. The UMU Master Plan must identify buildings; commercial area  
1737 in square feet per building; residential unit type (condo, residential townhouse,  
1738 apartment); number of residential units and residential area in square feet per  
1739 building; open space; parking required and provided for residential and commercial  
1740 uses by building; and the area and density calculations for multi-family and  
1741 townhouse units. The UMU Master Plan must show satisfaction of UMU open  
1742 space and commercial development ratio requirements.

1743 48. Any revisions to the architectural plans for the proposed townhouses not generally  
1744 consistent with the architectural plans approved by the Planning Commission with  
1745 Village of Rocketts Landing Phase 4 Block 19 must be submitted for Planning  
1746 Director review and approval in accordance with the Village of Rocketts Landing  
1747 Design Manual prior to approval of Building Permits.

1748  
1749 Ms. Moore - Mr. Chairman, that takes us to the next item, which is the  
1750 consideration of your minutes from you May 24, 2017, meeting. I don't believe we have  
1751 an errata sheet. So, unless the Commission has any changes, it is ready for your  
1752 consideration.

1753  
1754 APPROVAL OF MINUTES: May 24, 2017 Minutes

1755  
1756 Mr. Baka - I move for approval of the minutes.

1757  
1758 Mr. Witte - Second.

1759  
1760 Mr. Leabough - We have a motion by Mr. Baka, a second by Mr. Witte. All in  
1761 favor say aye. Those opposed say no. The minutes are approved.


1762  
1763 The Planning Commission approved the May 24, 2017 minutes as presented.

1764

1765 Mr. Leabough - Is there any other business to come before the Commission,  
1766 Ms. Moore?  
1767  
1768 Ms. Moore - I have none, sir.  
1769  
1770 Mr. Leabough - All right. Anyone else from the Commission? I hear one of our  
1771 team members is leaving us to go to Goochland. I just wanted to thank you, Mr. Garrison.  
1772 We don't always have the opportunity to thank staff before they leave. Usually they just  
1773 leave and we find out later. But just wanted to thank you for all the work that you've done  
1774 with the Commission in helping us navigate these challenging times with the economy  
1775 and all the things that are going on in our community. Thank you.  
1776  
1777 And we thank all the Planning staff for everything you do. We don't get enough opportunity  
1778 to say thank you. So, thank you all for everything. We know you go above and beyond  
1779 going to community meetings late at night. So, the same time that we're spending away  
1780 from our families you're spending away from your families as well.  
1781  
1782 So, thank you and good luck in Goochland. We'll be sure that you'll get the same volume  
1783 of cases out that way that you get here. So, you'll stay busy.  
1784  
1785 Mr. Baka - It's coming that way.  
1786  
1787 Mr. Garrison - [Off microphone] Thank you very much. Appreciate it.  
1788  
1789 Mr. Witte - Can we get Mr. Garrison to come down? I have a question for  
1790 him.  
1791  
1792 Mr. Leabough - You don't know what to expect, Mr. Garrison.  
1793  
1794 Mr. Witte - Since I know you've done your research before you made this  
1795 decision to go to Goochland, I have a question about Goochland. Goochland seems to  
1796 me like it would be the land of gooches. What's a "gooch?"  
1797  
1798 Mr. Garrison - I could not tell you that.  
1799  
1800 [Distorted audio; unintelligible]  
1801  
1802 Mr. Archer - —Mr. Gooch was a governor in Virginia one time, and it was  
1803 named after him.  
1804  
1805 Mr. Garrison - Well there you go. I learned something new today.  
1806  
1807 Mr. Witte - I was aware of that, but I didn't know if there was such a thing  
1808 as a "gooch."  
1809  
1810 Mr. Leabough - You have to move to Goochland to find out, Mr. Witte.

1811  
1812 Mr. Garrison - Maybe I'll find that out.  
1813  
1814 Mr. Witte - Best of luck to you.  
1815  
1816 Mr. Leabough - We lost Mr. Coleman. I think Tom Coleman went to  
1817 Goochland, and we're losing you. Just remind them that Henrico is still the best County  
1818 in the state and probably the nation.  
1819  
1820 Mr. Garrison - I will mention that.  
1821  
1822 Mr. Leabough - All right. Any other business for the Commission or anything  
1823 else anyone would like to share?  
1824  
1825 Mrs. Marshall - You need to go to Satterwhite's if you haven't been.  
1826  
1827 Mr. Garrison - Okay, I'll try that.  
1828  
1829 Mr. Archer - Biggest hamburgers in the world.  
1830  
1831 Mrs. Marshall - They are.  
1832  
1833 Mr. Garrison - All right.  
1834  
1835 Mr. Archer - They're getting ready to get electricity in Goochland.  
1836  
1837 Mrs. Marshall - And a Chick-fil-A and a Taco Bell.  
1838  
1839 Mr. Garrison - Yeah? They're all moving that way, huh. That's what I'll  
1840 probably be reviewing I guess. Thank you all.  
1841  
1842 Mr. Leabough - Anything else? A motion for adjournment would be in order.  
1843  
1844 Mr. Witte - So moved.  
1845  
1846 Mrs. Marshall - Second.  
1847  
1848 Mr. Leabough - We have a motion for adjournment by Mr. Witte and a second  
1849 by Mrs. Marshall.

1850  
1851  
1852  
1853  
1854  
1855  
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Mr. Eric S. Leabough, C.P.C., Chairperson

  
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Ms. Jean Moore, Acting Secretary

**A. Standard Conditions for all POD's:**

1. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water and sewer. **(when the property is served by public utilities)**
- 1A. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public sewer. The well location shall be approved by the County Health Department before a building permit is issued. Connection shall be made to the public water system when available within 300 feet of the site/building. **(when not served by public water)**
- 1B. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water. The septic tank location shall be approved by the County Health Department before a building permit is issued. Connection shall be made to the public sewer when available within 300 feet of the site/building. **(when not served by public sewer)**
2. The Director of the Department of Public Utilities shall approve the plan of development for construction of public water and sewer, prior to beginning any construction of these utilities. The Department of Public Utilities shall be notified at least 48 hours prior to the start of any County water or sewer construction.
3. The parking lot shall be subject to the requirements of Chapter 24, Section 24-98 of the Henrico County Code.
4. The parking spaces shall be marked on the pavement surface with four-inch-wide traffic painted lines. All lane lines and parking lines shall be white in color with the exception that those dividing traffic shall yellow.
5. Sufficient, effectively usable parking shall be provided. If experience indicates the need, additional parking shall be provided.
6. Curb and gutter and necessary storm sewer shall be constructed as shown on approved plans.
7. The plan of development plan shall be revised as annotated on the staff plan dated **June 28, 2017**, which shall be as much a part of this approval as if details were fully described herein. Nine (9) sets of revised plans, including the detailed drainage, erosion control and utility plans, shall be submitted by the design engineer who prepared the plans to the Department of Planning for final review. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of fourteen (14) sets of final plans for signature shall be submitted to the Department of Planning for approval signatures. Two (2) sets of the approved plan shall be attached to the building permit application. **(Revised October 2015)**
8. Two copies of an Erosion and Sediment Control Agreement with required escrow shall be submitted to the Department of Public Works. Approval is required prior to construction plan approval and beginning construction. The Department of Public Works shall be notified at least 24 hours prior to the start of any construction.
9. A detailed landscaping plan shall be submitted to the Department of Planning for review and approval prior to the issuance of any occupancy permits.
9. **AMENDED** - A detailed landscaping plan shall be submitted to the Department of Planning for review and Planning Commission approval prior to the issuance of any occupancy permits.
10. All groundcover and landscaping shall be properly maintained in a healthy condition at all times. Dead plant materials shall be removed within a reasonable time and replaced no later than the next planting season.

11. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting height details shall be submitted for Department of Planning review and approval.
11. **AMENDED** - Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including depictions of light spread and intensity diagrams, and fixture specifications and mounting height details shall be submitted for Department of Planning review and Planning Commission approval.
- 11B. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting heights details shall be revised as annotated on the staff plan and included with the construction plans for final signature. **(For POD which includes lighting plan approval)**
12. All exterior lighting shall be designed and arranged to direct the light and glare away from nearby residential property and streets.
13. The site, including the parking areas, shall be kept clean of litter and debris on a daily basis. Trash container units/litter receptacles and recycling containers shall be maintained with regular pickups scheduled and shall be screened properly on all four sides. The gate(s) shall remain closed except when the receptacle(s) are being filled or serviced and shall be repaired or replaced as necessary. Details shall be included with the final site plan or required landscape plan for review and approval.
14. Required fire lanes shall be marked and maintained in accordance with the Virginia Statewide Fire Prevention Code.
15. Traffic control signs shall be provided as indicated on the Department of Planning Staff plan. All signs shall be fabricated as shown in The National Manual on Uniform Traffic Control Devices for Streets and Highways and The Virginia Supplement to The Manual on Uniform Traffic Control Devices for Streets and Highways.
16. The assigned property number(s) shall be displayed so it is easily readable from the street. If assistance is needed with the address, please contact the Department of Planning at 501-4284. The Planning Department must assign all property addresses. **(Revised January 2008)**
17. The owner shall have a set of plans approved by the Director of Public Works, Public Utilities and Secretary of the Planning Commission available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
18. The property shall be developed as shown on the plan filed with the case and no changes or additions to the layout shall be made without the approval of this Commission.
19. Upon completion of the improvements and prior to the certification of the permanent occupancy permit, the owner shall furnish a statement by the engineer or land surveyor who prepared the POD plan, to the effect that all construction including water and sewer is in conformance to the regulations and requirements of the POD.
20. The approved Plan of Development is granted by the Planning Commission only to the owners(s)/applicant(s) listed on the Plan of Development application on file for this project. Upon written notification to the Director of Planning, the Plan of Development approval may be transferred to subsequent owner(s) subject to approval by this Commission, or approval by the Director of Planning provided the property is transferred to new ownership no later than 24 months following initial construction plan approval. **(Revised August 2016)**

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



## STANDARD CONDITIONS FOR LANDSCAPE/LIGHTING/FENCE PLANS

1. The plan shall be revised as shown in red on Staff plan dated **June 28, 2017**, which shall be as much a part of this approval as if all details were fully described herein. Four (4) sets of prints of the revised plan shall be submitted to the Department of Planning for approval stamps and distribution.
2. The property shall be developed as shown on the plan filed with the case and no changes or additions to the layout shall be made without the approval of this Commission.
3. The owner shall have a set of approved plans available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
4. All groundcover and landscaping shall be properly maintained in a healthy condition at all times. Dead plant materials shall be removed within a reasonable time and replaced during the normal planting season. **(DELETE IF NO LANDSCAPING)**
5. All exterior lighting shall be shielded to direct lights away from adjacent residential property and streets. **(DELETE IF NO LIGHTING)**
6. All fences, walls, and screens, including gates and doors, shall be maintained in good repair by the owner. Trash and debris should not be allowed to accumulate along the fence or wall. **(DELETE IF NO FENCE, WALL, OR DUMPSTER SCREEN)**

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

29. Roof edge ornamental features that extend over the zero lot line, and which are permitted by Section 24-95(i)(1), must be authorized in the covenants.
30. Eight-foot easements for construction, drainage, and maintenance access for abutting lots shall be provided and shown on the POD plans.
31. Building permit request for individual dwellings shall each include two (2) copies of a layout plan sheet as approved with the plan of development. The developer may utilize alternate building types providing that each may be located within the building footprint shown on the approved plan. Any deviation in building footprint or infrastructure shall require submission and approval of an administrative site plan.
32. Windows on the zero lot line side of the dwelling can only be approved with an exception granted by the Building Official and the Director of Planning during the building permit application process.
33. The mechanical equipment for each building shall be located on its respective lot. Except for wall-mounted electric meters, in no case shall the eight-foot easement for construction, drainage, and maintenance access on the abutting lot be used to locate other mechanical equipment (such as HVAC equipment, generators, and the like) for the subject lot.

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

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

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

29. Only retail business establishments permitted in a **ZONE** may be located in this center.
30. The ground area covered by all the buildings shall not exceed in the aggregate 25 percent of the total site area.
31. No merchandise shall be displayed or stored outside of the building(s) or on sidewalk(s).

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

29. The unit house numbers shall be visible from the parking areas and drives.
30. The names of streets, drives, courts and parking areas shall be approved by the Richmond Regional Planning District Commission and such names shall be included on the construction plans prior to their approval. The standard street name signs shall be installed prior to any occupancy permit approval.

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

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

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

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

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

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

## CONDITIONAL SUBDIVISION STANDARD CONDITIONS

### Conventional Single-Family Subdivisions Served By Public Utilities

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of sixteen (16) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water. **(Substitute condition 5A if well)**
- 5A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer. **(Substitute condition 6A if on-site sewage disposal/septic)**
- 6A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **June 28, 2017**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **June 27, 2018**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be

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

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

## CONDITIONAL SUBDIVISION STANDARD CONDITIONS

### Conventional Single-Family Subdivisions Not Served By Public Utilities

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage and erosion control plans have been approved by the Department of Planning, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of eleven (11) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
7. The plat shall be revised as shown in red on Staff plan dated **June 28, 2017**, which shall be as much a part of this approval as if all details were fully described herein.
8. This approval shall expire on **June 27, 2018**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
9. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.

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



## CONDITIONAL SUBDIVISION STANDARD CONDITIONS

### Residential Townhouse for Sale (RTH) Subdivisions

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of fourteen (14) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **June 28, 2017**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **June 27, 2018**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.

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

## CONDITIONAL SUBDIVISION STANDARD CONDITIONS

### Zero Lot Line Subdivisions

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of fourteen (14) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **June 28, 2017**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **June 27, 2018**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change may be implemented.

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

## CONDITIONAL SUBDIVISION STANDARD CONDITIONS

### Road Dedication with No Lots

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of sixteen (16) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **June 28, 2017**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **June 27, 2018**, 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.