

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 23, 2021.  
4

Members Present: Mr. William M. Mackey, Jr., Chairperson (Varina)  
Mrs. Melissa L. Thornton, Vice-Chairperson (Three Chopt)  
Mr. C. W. Archer, C.P.C., (Fairfield)  
Mr. R. Joseph Emerson, Jr., AICP, Director of Planning,  
Secretary  
Mrs. Patricia S. O'Bannon, Board of Supervisors' Representative

Members Absent: Mr. Robert H. Witte, Jr. (Brookland)  
Mr. Gregory R. Baka (Tuckahoe)

Others Present: Ms. Jean Moore, Assistant Director of Planning  
Ms. Leslie A. News, PLA, Senior Principal Planner  
Mr. Michael F. Kennedy, County Planner  
Mr. Tony Greulich, C.P.C., County Planner  
Ms. Christina L. Goggin, AICP, County Planner  
Ms. Aimee B. Crady, AICP, County Planner  
Ms. Kate B. McMillion, County Planner / Recording Secretary  
Mr. Salim Chishti, ASLA, County Planner  
Mr. Spencer Norman, County Planner  
Mr. Phillip Bariteau, County Planner  
Ms. Cherie Wyatt, County Planner  
Mr. Gary Duval, Department of Public Works  
Mr. Brandon House, Department of Public Works

5  
6 **Mrs. Patricia S. O'Bannon, the Board of Supervisors' representative, abstains on**  
7 **all cases unless otherwise noted.**  
8

9 Mr. Mackey - I call this meeting to order. This is the Henrico County  
10 Planning Commission Subdivisions and Plans of Development Meeting for June 23, 2021.  
11 At this time, I would ask you if you haven't already done so to please silence your  
12 cellphones. And would you stand with the Commission for the Pledge of Allegiance?  
13

14 [Recitation of the Pledge of Allegiance]  
15

16 Thank you very much. Do we have anyone in attendance with the news media? We'd  
17 like to recognize them at this time. Okay. We don't. We have established a quorum, so  
18 we can conduct business today. We have two commissioners who are out. But with  
19 having Mrs. O'Bannon here who's sitting on the -- who's the representative from the  
20 Board, it gives us a quorum so we can conduct business.  
21

22 I also have to mention that Mrs. O'Bannon will abstain from any voting, but she can  
23 participate in any discussions during the hearings. At this time I would turn the meeting  
24 over to the secretary.

25  
26 Mr. Emerson - Thank you Mr. Chairman. Good morning, Commission.

27  
28 The Commission - Good morning.

29  
30 Mr. Emerson - I would like to join with the Chairman in welcoming you to the  
31 Henrico County Planning Commission public hearing for June 23rd. I would like to note  
32 to you the attendance capacity for the Board room this morning is 100. I don't think that's  
33 going to be an issue for us. The individuals who are fully vaccinated against COVID-19  
34 are not required to wear a face covering or to maintain social distancing. If you are not  
35 fully vaccinated, we ask that you continue to practice those safety protocols for COVID-  
36 19. Thank you for your cooperation.

37  
38 Public comments will be given from the lectern in the back of the room. For everyone  
39 who is watching the livestream on the county website, you can still participate remotely in  
40 the public hearings.

41  
42 If you would, you can see the display on the screen. But go to the Planning Department's  
43 meeting webpage at [henrico.us/planning/meetings](http://henrico.us/planning/meetings). Scroll down under Planning  
44 Commission and click on WebEx Event. And once you have joined the WebEx event,  
45 please click the chat button in the bottom right corner of the screen. Staff will send a  
46 message asking if anybody would like to sign up to speak on an upcoming case. To  
47 respond, select Spencer Norman from the drop-down menu and send a message. A  
48 moderator will let you know when it is your turn to speak.

49  
50 I'll also take this opportunity to note to you that the Commission does have guidelines  
51 regarding its public hearings, and they are as follows. The applicant is allowed 10 minutes  
52 to present the request and time may be reserved for responses to testimony. The  
53 opposition is allowed 10 cumulative minutes to present its concerns. Commission  
54 questions do not count into the time limits; the Commission may wave the time limits at  
55 its discretion. Comments must be directly related to the case under consideration. Thank  
56 you again for your participation.

57  
58 And now we will begin with the request for deferrals and withdrawals. There are none of  
59 those this morning. So the next item on the agenda will be the expedited items, and those  
60 will be presented by Ms. Leslie News

61  
62 Ms. News - Thank you, Mr. Secretary, and good morning, members of the  
63 Commission.

64  
65 The Commission - Good morning.

66

67 Ms. News - We have 13 items on our expedited agenda this morning. The  
68 first is found on page 5 of your agenda and is located in the Brookland District and staff  
69 recommends approval.  
70

71 **TRANSFER OF APPROVAL**  
72

POD-63-77, POD-93-79, **McCann Realty Partners, LLC for AG-MR West Laurel**  
POD-19-83, POD-22-85 **Owner, LLC:** Request for transfer of approval as required  
(pt), POD-163-85, POD-45-86, by Chapter 24, Section 24-106 of the Henrico County Code  
and POD-46-86 from Realty Industries, Inc. and United Dominion Realty  
POD2019-00449, Trust to AG-MR West Laurel Owner, LLC. The 41.995-acre  
POD2019-00451, site is located on the north and south lines of Olde West  
POD2019-00452, Drive, approximately 200 feet west of Hungary Spring Road,  
POD2019-00453, on parcel 765-756-8270. The zoning is C-1C, Conservation  
POD2019-00454, District (Conditional), R-5, General Residential District, R-  
POD2019-00455, and 5C, General Residential District (Conditional), R-6C,  
POD2019-00456 General Residential District (Conditional), and R-2A, One-  
Villages at West Laurel **(Brookland)**  
(Formerly Olde West  
Village Apartments Phases  
I and II, and Cedar Trace  
Apartments) – 5541 Olde  
West Drive

73  
74 Mr. Mackey - All right. Thank you, Ms. News. Do we have anyone in the  
75 audience that's in opposition of POD-63-77, POD-93-79, POD-19-83, POD-22-85 (part),  
76 POD-163-85, POD-45-86, and POD-46-86, Villages at West Laurel, to be approved on  
77 the Expedited Agenda. Do we have anyone on WebEx in opposition?  
78

79 Mr. Bariteau - Mr. Chairman, we do not have anybody on WebEx.  
80

81 Mr. Mackey - All right. Thank you, Mr. Bariteau. Okay.  
82

83 Mr. Archer - Mr. Chairman, there being no opposition, I move approval of  
84 -- do I have to repeat all that? - POD-63-77, POD-93-79, POD-19-83, POD-22-85(Part),  
85 POD-163-85, POD-45-86, and POD-46-86, the Villages of West Laurel, subject to the  
86 staff's recommendation and the owner's agreement to accept the continued compliance.  
87

88 Mrs. Thornton - I second.  
89

90 Mr. Mackey - All right. We have a motion for approval by Mr. Archer, a  
91 second by Mrs. Thornton. All in favor say aye. Any opposed? The motion is granted.  
92

93 The Planning Commission approved the transfer of approval request for POD-63-77,  
94 POD-93-79, POD-19-83, POD-22-85 (pt), POD-163-85, POD-45-86, and POD-46-86,

95 POD2019-00449, POD2019-00451, POD2019-00452, POD2019-00453, POD2019-  
96 00454, POD2019-00455, and POD2019-00456 Villages at West Laurel (Formerly Olde  
97 West Village Apartments Phases I and II, and Cedar Trace Apartments) – 5541 Olde  
98 West Drive

99  
100 Ms. News - The next item is on page 6 of your agenda and located in the  
101 Tuckahoe District. This is a Transfer or Approval for POD-28-95 Lotus School, formerly  
102 the Patterson Avenue Rite Aid, and staff recommends approval.  
103

104 **TRANSFER OF APPROVAL**  
105

POD-28-95 **Sammy Salem for Richsan Company, LLC and WEC**  
POD2021-00036 **97A-23 Investment Trust:** Request for transfer of approval  
Lotus School (formerly as required by Chapter 24, Section 24-106 of the Henrico  
Patterson Avenue Rite Aid) County Code from Rite Aid of VA INC to Richsan Company,  
- 8935 Patterson Avenue LLC and WEC 97A-23 Investment Trust. The 1.29-acre site  
(State Route 6) is located on the south line of Patterson Avenue (State  
Route 6) at the intersection of Patterson Avenue and  
Starling Drive, on parcel 750-741-4944. The zoning is B-2,  
Business District. County water and sewer. **(Tuckahoe)**

106  
107 Mr. Mackey - Thank you, Ms. News. Is there anyone in attendance or via  
108 WebEx that is in opposition of TOA POD-28-95 to be approved on the expedited agenda?  
109

110 Mr. Bariteau - Mr. Chairman, we have nobody on WebEx.  
111

112 Mr. Mackey - Thank you, sir.  
113

114 Mrs. Thornton - Okay, Mr. Chairman, I move the transfer of approval for POD-  
115 28-95 Lotus School, formerly Patterson Avenue Rite Aid, be approved subject to the  
116 previous approved conditions.  
117

118 Mr. Mackey - Second. All right, we have a motion for approval by Mrs.  
119 Thornton, a second by Mr. Mackey. All in favor say aye.  
120

121 The Commission - Aye.  
122

123 Mr. Mackey - Any opposed? The motion is granted.  
124

125 The Planning Commission approved the transfer of approval request for POD-28-95  
126 POD2021-00036 Lotus School (formerly Patterson Avenue Rite Aid) - 8935 Patterson  
127 Avenue (State Route 6).  
128

129 Ms. News - The next item is on page 7 of your agenda and is located in  
130 the Brookland District. This is a transfer of approval for POD-43-77 Place One  
131 Apartments, and staff recommends approval.

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**TRANSFER OF APPROVAL**

POD-43-77                                    **Sheyla Batres for Place Once Preservation Limited Partnership:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from SP Place One LP to Place Once Preservation Limited Partnership. The 8.33-acre site is located on the north line of Almora Avenue between Beth Road and Portland Road, on parcel 770-750-3086. The zoning is R-5, General Residential District. County water and sewer. **(Brookland)**  
POD2021-00160  
Place One Apartments –  
4222 Almora Avenue

135

136 Mr. Mackey -                                    All right. Is there anyone in attendance or via WebEx that is  
137 opposition of POD-43-77 being approved on the expedited agenda?  
138

138

139 Mr. Bariteau -                                    Mr. Chairman, we have nobody on WebEx.

140

141 Mr. Mackey -                                    Thank you, sir.

142

143 Mr. Archer -                                    Mr. Chairman, therefore I recommend approval of POD-43-  
144 77, POD-2021-00 160, Place One Apartments subject to the staff recommendation and  
145 the conditions 1-14 shown in the agenda.  
146

146

147 Mrs. Thornton -                                    I second.

148

149 Mr. Mackey -                                    All right. We have a motion for approval by Mr. Archer, a  
150 second by Mrs. Thornton for approval of TOA POD-110-83. All in favor say aye.

151

152 The Commission -                                    Aye.

153

154 Mr. Mackey -                                    Any opposed? Motion is granted.

155

156 The Planning Commission approved the transfer of approval request for POD-43-77  
157 POD2021-00160 Place One Apartments – 4222 Almora Avenue, subject to the conditions  
158 shown in the agenda and the added condition below (**Note – see corrected motion**  
159 **below**)

160

161 1. Prior to approval of a new Certificate of Occupancy for the Enlarged Community  
162 Center pursuant to BLD2021-00634, all site improvements shown on the revised  
163 POD Construction Plan (POD2021-00634), and related Landscaping and Lighting  
164 plans shall be completed.  
165

165

166 Ms. News -                                    Next item is on page 9 of your agenda and is located in the  
167 Brookland District. This is a transfer of approval for POD-110-83, Octapharma Plasma  
168 Facility formerly Mulligan's, and staff recommends approval.  
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169

170

171 **TRANSFER OF APPROVAL**

172

POD-110-83  
POD2021-00034  
Octapharma Plasma  
Facility (formerly  
Mulligan's) – 8006 West  
Broad Street (U.S. Route  
250)

**Kerry Clish for Currant, LLC:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from East Coast Oil Corp. And Jones Realty & Construction Corp. to Currant, LLC. The 1.53-acre site is located on the north line of Fountain Avenue at the intersection with Colyer Street, on parcel 764-752-4572. The zoning is B-3C, Business District (Conditional) and M-1, Light Industrial District. County water and sewer. **(Brookland)**

173

174 Mr. Mackey - All right. Hold on. We're on 110-83?

175

176 Ms. News - Yes. On page 9 in –

177

178 Mr. Mackey - And I did – and I did not read the right one on that –

179

180 Ms. News - Right. You did 43-77 – you did that one for (indiscernible).

181

182 Mr. Mackey - Yeah. Do we need to go back?

183

184 Mr. Emerson - Probably, for the record, let's go back.

185

186 Mr. Mackey - Okay. All right.

187

188 Mrs. Thornton - Yes.

189

190 Mr. Mackey - All right. My fault. I got ahead of myself. Okay. We had a  
191 motion for approval for POD-43-77 by Mr. Archer and a second by Mrs. Thornton. All in  
192 favor say aye.

193

194 The Commission - Aye.

195

196 Mr. Mackey - Any opposed? All right. A motion is granted. Okay.

197

198 Ms. News - Okay. We're now on page 9 of the agenda and this is a  
199 transfer of approval for POD-110-83, Octapharma Plasma Facility, formerly Mulligan's, in  
200 the Brookland District, and staff recommends approval.

201

202 Mr. Mackey - All right. Thank you. Is there anyone in attendance or via  
203 Webex that's in opposition of POD-110 83 to be approved on the expedited agenda?

204

205 Mr. Bariteau - Mr. Chairman, we have nobody on WebEx.

206

207 Mr. Mackey - All right. Thank you.

208  
209 Mr. Archer - Therefore, Mr. Chairman, I move for approval of POD-110-83,  
210 POD2021-00034, Octapharma Plasma Facility, subject to the staff's recommendation  
211 and the owner's agreement for continued compliance.

212  
213 Mr. Mackey - Second. We have a motion by Mr. Archer, a second by Mr.  
214 Mackey, for approval of POD-110-83 to be approved on the expedited agenda. All in  
215 favor say aye.

216  
217 The Commission - Aye.

218  
219 Mr. Mackey - Any opposed? The motion is granted.

220  
221 The Planning Commission approved the transfer of approval request for POD-110-83  
222 POD2021-00034 Octapharma Plasma Facility (formerly Mulligan's) – 8006 West Broad  
223 Street (U.S. Route 250).

224  
225 Ms. News - The next item is on Page 10 of your agenda and located in the  
226 Varina District. This is a transfer of approval for POD-74-87, Interair Business Center,  
227 which was formerly the Interair Associates, and staff recommends approval.

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229 **TRANSFER OF APPROVAL**

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232 **POD-74-87 Thalhimer for Conner Bros Grove, LLC:** Request for  
233 **POD2018-00523** transfer of approval as required by Chapter 24, Section 24-  
234 **Interair Business Center** 106 of the Henrico County Code from Interair Associates to  
235 **(Formerly Interair** Conner Bros Grove LLC. The 3.82-acre site is located on  
236 **Associates) – 5371 Glen** the northeast corner of the intersection of Glen Alden Drive  
237 **Alden Drive** and Charles City Road, on parcel 814-710-3477. The  
238 zoning is M-1, Light Industrial District and ASO, Airport  
239 Safety Overlay District. County water and sewer. **(Varina)**

240  
241  
242 Mr. Mackey - All right. Thank you, Ms. News. Do we have anyone in  
243 attendance or via Webex that is in opposition of POD-74-87, transfer of approval for  
Interair Business Center, formerly Interair Associates?

244  
245 Mr. Bariteau - Mr. Chairman, we have nobody on WebEx.

246  
247 Mr. Mackey - All right. Then I move the transfer of approval for POD-74-87,  
248 Interair Business Center, Formerly Interair Associates, be approved on the expedited  
249 agenda subject to the previous approved conditions.

250  
251 Mrs. Thornton - Second.

244 Mr. Mackey - All right. We have a motion by Mr. Mackey, a second by Mrs.  
245 Thornton for approval. All in favor say aye.

246  
247 The Commission - Aye.

248  
249 Mr. Mackey - Any opposed? The motion is granted.

250  
251 The Planning Commission approved the transfer of approval request for POD-74-87  
252 POD2018-00523 Interair Business Center (Formerly Interair Associates) – 5371 Glen  
253 Alden Drive.

254  
255 Ms. News - The next item is on page 11 of your agenda and located in the  
256 Three Chopt District. This is POD2021-00051, Anthology Senior Living and Master Plan.  
257 There is an addendum item on page 1 of your addendum which includes a commitment  
258 from the applicant to increase the percentage of brick on the elevations provided with the  
259 POD to match the percentage shown at the time of rezoning, and staff recommends  
260 approval.

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262 **PLAN OF DEVELOPMENT AND MASTER PLAN**

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POD2021-00051 Anthology Senior Living and Master Plan - 11120 Nuckols Road	<b>Youngblood Tyler &amp; Associates for Nuckols Road, LLC, HHHunt Holloway LLC, and CA Senior Living Holdings, LLC:</b> Request for approval of a plan of development and master plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a 3-story, 140,833 square foot 150-unit life care facility, with 58 independent living, 60 assisted living and 32 memory care units, and master planned access roads within the development. The 16.71-acre site is located on the east line of Nuckols Road at its intersection with Fords Country Lane, and on the south line of Hickory Park Drive on parcel 748-771-3527 and part of parcel 747-771-9985. The zoning is B-2C, Business District (Conditional) and R-6C, General Residence District (Conditional). County water and sewer. <b>(Three Chopt)</b>
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264  
265 Mr. Mackey - All right. Is there anyone in attendance or via WebEx that's in  
266 opposition of POD2021-00051, Anthology Senior Living and Master Plan, Three Chopt,  
267 being approved on the expedited agenda?

268  
269 Mr. Bariteau - Mr. Chairman, we do not have anybody on WebEx.

270  
271 Mrs. Thornton - Okay, Mr. Chairman, I move approval of POD2021-00051,  
272 Anthology Senior Living and Master Plan on the expedited agenda subject to the  
273 annotations on the plan, the standard conditions for developments of this type, and the  
274 additional conditions, 29 through 40, in the agenda, and the revised report in the  
275 addendum.



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Mr. Mackey - Second. All right. We have a motion for approval for POD2021-00051, Anthology Senior Living and Masterplan. Motioned by Mrs. Thornton and a second by Mr. Mackey. All in favor say aye.

The Commission - Aye.

Mr. Mackey - Any opposed? All right. Thank you.

The Planning Commission approved the plan of development and master plan request for POD2021-00051 Anthology Senior Living and Master Plan - 11120 Nuckols Road, subject to the annotations on the plan, the standard conditions for developments of this type and the following additional conditions:

- 29. The subdivision plat for Hickory Park Drive extended shall be recorded before any occupancy permits are issued.
- 30. The right-of-way for widening of Nuckols Road as shown on approved plans shall be dedicated to the County prior to any occupancy permits being issued. The right-of-way dedication plat and any other required information shall be submitted to the County Real Property Agent prior to approval of construction plans.
- 31. A concrete sidewalk meeting County standards shall be provided along the east side of Hickory Park Drive.
- 32. The proffers approved as a part of zoning case REZ2020-00003 and conditions of provisional use case PUP 2020-00002 shall be incorporated in this approval.
- 33. Prior to approval of construction plans, the developer must furnish a letter from Dominion Virginia Power stating that this proposed development does not conflict with their facilities.
- 34. The certification of building permits, occupancy permits and change of occupancy permits for individual units shall be based on the number of parking spaces required for the proposed uses and the amount of parking available according to approved plans.
- 35. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.
- 36. Evidence of a joint ingress/egress and maintenance agreement must be submitted to the Department of Planning and approved prior to issuance of a certificate of occupancy for this development.
- 37. The conceptual master plan, as submitted with this application, is for planning and information purposes only. All subsequent detailed plans of development needed to implement this conceptual plan shall be submitted for staff review and Planning Commission approval, and shall be subject to all regulations in effect at the time such subsequent plans are submitted for review/ approval.
- 38. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junctions and accessory boxes, transformers, and generators) shall be identified on the landscape plan. All building mounted equipment shall be painted to match the building, and all equipment shall

322 be screened by such measures as determined appropriate by the Director of  
 323 Planning or the Planning Commission at the time of plan approval.  
 324 39. The developer shall provide signage, the wording and location as deemed  
 325 appropriate by the Director of Public works, which addresses the possible future  
 326 extension of any stub street.  
 327 40. The limits and elevations of the Special Flood Hazard Area shall be conspicuously  
 328 noted on the plan and labeled "Limits of Special Flood Hazard Area." In addition,  
 329 the delineated Special Flood Hazard Area must be labeled "Variable Width  
 330 Drainage and Utility Easement." The easement shall be granted to the County prior  
 331 to the issuance of any occupancy permits.  
 332

333 Ms. News -The next item is on page 14 of your agenda and located in the Three Chopt  
 334 District. This is POD2021-00165, Innsbrook Dominion Residences Reconsideration, and  
 335 staff recommends approval.  
 336

337 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**  
 338

POD2021-00165 Innsbrook Dominion Residences - Reconsideration - 5000 Dominion Boulevard	<b>RK&amp;K for Virginia Electric &amp; Power Company and          Dominion Realty Partners, LLC:</b> Request for approval of a revised plan of development and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 58 three-story townhouses for sale (in lieu of 58 townhouse style condominiums); as well as previously approved improvements including a 4-story, 329,044 square foot, 305-unit apartment building with an attached two-story, 220 space parking deck; and related infrastructure improvements, including reconstruction of a portion of Dominion Boulevard (private) and the extension and dedication of Waterfront Place. The 12.583-acre site is a portion of the overall 63.29-acre site at the existing terminus of Waterfront Place, approximately 650 feet west of its intersection with Cox Road, on part of parcel 748-763- 6189. The zoning is UMUC, Urban Mixed Use District (Conditional), O-3C, Office District (Conditional), and IRO, Innsbrook Redevelopment Overlay District. County water and sewer. <b>(Three Chopt)</b>
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 341 Mr. Mackey - Is there anyone in attendance or via WebEx that's in  
 342 opposition of POD2021-00165, Innsbrook Dominion Residences – Reconsideration?  
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344 Mr. Bariteau - Mr. Chairman, we do not have anybody on WebEx?  
 345

346 Mr. Mackey - All right. And we don't have anyone in attendance in  
 347 opposition.  
 348

349 Mrs. Thornton - Okay. Well, Mr. Chairman, I move approval of POD2021-  
350 00165, Innsbrook Dominion Residences – Reconsideration, including the lighting plan,  
351 on the expedited agenda subject to the annotations on the plan and the standard  
352 conditions for developments of this type and additional conditions 11B and 29 through 44  
353 in the agenda.

354  
355 Mr. Archer - Second.

356  
357 Mr. Mackey - We have a motion for approval of POD2021-00165 Innsbrook  
358 Dominion Residences by Mrs. Thornton, a second by Mr. Archer for approval. All in favor  
359 say aye.

360  
361 The Commission - Aye.

362  
363 Mr. Mackey - Any opposed? The motion is carried.

364  
365 The Planning Commission approved the plan of development and lighting plan request  
366 for POD2021-00165, Innsbrook Dominion Residences – Reconsideration including the  
367 lighting plan on the expedited agenda subject to the annotations on the plan, the standard  
368 conditions for developments of this type, and the following additional conditions:

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370 11B. Prior to the approval of an electrical permit application and installation of the site  
371 lighting equipment, a plan including light spread and intensity diagrams, and fixture  
372 specifications and mounting heights details shall be revised as annotated on the  
373 staff plan and included with the construction plans for final signature.

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

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

379 31. The subdivision plat for Innsbrook Section O (A Dedication of a Portion of  
380 Waterfront Place Section H) shall be recorded before any occupancy permits are  
381 issued.

382 32. The subdivision plat for Innsbrook Dominion Residences Section 1 shall be  
383 recorded before any occupancy permits are issued.

384 33. Prior to issuance of a certificate of occupancy for any building in this development,  
385 the engineer of record shall certify that the site has been graded in accordance  
386 with the approved grading plans.

387 34. A concrete sidewalk meeting County standards shall be provided along the north  
388 side of Dominion Boulevard.

389 35. Outside storage shall not be permitted.

390 36. The proffers approved as a part of zoning case REZ2020-00044 and conditions of  
391 provisional use permit PUP2020-00024 shall be incorporated in this approval.

392 37. Approval of the construction plans by the Department of Public Works does not  
393 establish the curb and gutter elevations along the Henrico County maintained right-  
394 of-way. The elevations will be set by Henrico County.

- 395 38. The owners shall not begin clearing of the site until the following conditions have  
396 been met:
- 397 (a) The site engineer shall conspicuously illustrate on the plan of development  
398 or subdivision construction plan and the Erosion and Sediment Control  
399 Plan, the limits of the areas to be cleared and the methods of protecting the  
400 required buffer areas. The location of utility lines, drainage structures and  
401 easements shall be shown.
  - 402 (b) After the Erosion and Sediment Control Plan has been approved but prior  
403 to any clearing or grading operations of the site, the owner shall have the  
404 limits of clearing delineated with approved methods such as flagging, silt  
405 fencing or temporary fencing.
  - 406 (c) The site engineer shall certify in writing to the owner that the limits of  
407 clearing have been staked in accordance with the approved plans. A copy  
408 of this letter shall be sent to the Department of Planning and the Department  
409 of Public Works.
  - 410 (d) The owner shall be responsible for the protection of the buffer areas and for  
411 replanting and/or supplemental planting and other necessary improvements  
412 to the buffer as may be appropriate or required to correct problems. The  
413 details shall be included on the landscape plans for approval.
- 414 39. Evidence of a joint ingress/egress and maintenance agreement must be submitted  
415 to the Department of Planning and approved prior to issuance of a certificate of  
416 occupancy for this development.
- 417 40. The location of all existing and proposed utility and mechanical equipment  
418 (including HVAC units, electric meters, junction and accessory boxes,  
419 transformers, and generators) shall be identified on the landscape plans. All  
420 equipment shall be screened by such measures as determined appropriate by the  
421 Director of Planning or the Planning Commission at the time of plan approval.
- 422 41. Except for junction boxes, meters, and existing overhead utility lines, and for  
423 technical or environmental reasons, all utility lines shall be underground.
- 424 42. Approval of architectural, engineering, and landscape architectural working  
425 drawings and specifications shall be obtained from the Innsbrook Architectural  
426 Review Committee prior to commencement of any construction.
- 427 43. Proposed restrictive covenants shall be submitted to the Department of Planning  
428 for review and approval as to form satisfactory to the County Attorney prior to  
429 construction plan approval and they shall be recorded prior to building permit  
430 approval.
- 431 44. Evidence of an approved right-of-way maintenance agreement with the  
432 Department of Public Works for the proposed streetscapes (multi-use path, brick  
433 pavers, landscaping, etc.) in the right-of-way must be submitted to the Department  
434 of Planning prior to issuance of a certificate of occupancy for this development.

435  
436 Ms. News - The next item is on page 17 of your agenda and located in the  
437 Varina District. This is POD2021-00190, Chase Bank at 4508 South Laburnum Avenue,  
438 and staff recommends approval.

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## PLAN OF DEVELOPMENT

POD2021-00190  
Chase Bank at 4508 South  
Laburnum Avenue

**Bohler Engineering for M&P Properties, LLC and OTJ Architecture, Inc.:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to demolish 2 existing office buildings and construct a one-story 3,280 square foot bank with a detached drive through ATM. The 1.18-acre site is located at the southwestern corner of South Laburnum Avenue and Jan Road, and on the north line of Orion Road, on parcels 814-717-4549 and 814-717-5637. The zoning is O-2, Office District, B-2C General Business District (Conditional), and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

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Mr. Mackey - Do we have anyone in attendance or via WebEx that's in opposition of POD2021-00190, Chase Bank at 4508 Laburnum Avenue for approval on the expedited agenda?

448

Mr. Bariteau - Mr. Chairman, we do not have anybody on WebEx.

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Mr. Mackey - All right. Thank you, sir. We don't have anyone in attendance in opposition. I move that POD2021-00190, Chase Bank at 4508 Laburnum Avenue be approved on the expedited agenda subject to the annotations on the plans, the standard conditions for developments of this type, and the additional conditions 29 through 34 in the agenda.

455

456

Mrs. Thornton - I second.

457

458

Mr. Mackey - All right. We have a motion by Mr. Mackey, a second by Mrs. Thornton for approval. All in favor say aye.

459

460

The Commission - Aye.

461

462

Mr. Mackey - Any opposed? Motion is carried.

463

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465

The Planning Commission approved the plan of development request for POD2021-00190, Chase Bank at 4508 Laburnum Avenue on the expedited agenda subject to the annotations on the plans, the standard conditions for developments of this type, and the following additional conditions:

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29. The right-of-way for widening of Laburnum Avenue as shown on approved plans shall be dedicated to the County prior to any occupancy permits being issued. The right-of-way dedication plat and any other required information shall be submitted to the County Real Property Agent prior to approval of construction plans.

471

472

473

- 474 30. A concrete sidewalk meeting County standards shall be provided along the west  
 475 side of Laburnum Avenue.
- 476 31. In the event of any traffic backup which blocks the public right-of-way as a result  
 477 of congestion caused by the drive-up ATM facilities, the owner/occupant shall  
 478 close the drive-up ATM facilities until a solution can be designed to prevent traffic  
 479 backup.
- 480 32. Approval of the construction plans by the Department of Public Works does not  
 481 establish the curb and gutter elevations along the Henrico County maintained right-  
 482 of-way. The elevations will be set by Henrico County.
- 483 33. The location of all existing and proposed utility and mechanical equipment  
 484 (including HVAC units, electric meters, junctions and accessory boxes,  
 485 transformers, and generators) shall be identified on the landscape plan. All building  
 486 mounted equipment shall be painted to match the building, and all equipment shall  
 487 be screened by such measures as determined appropriate by the Director of  
 488 Planning or the Planning Commission at the time of plan approval.
- 489 34. Except for junction boxes, meters, and existing overhead utility lines, and for  
 490 technical or environmental reasons, all utility lines shall be underground.

491  
 492 Ms. News - The next item is on page 19 of your agenda and located in the  
 493 Brookland District. This is POD2021-00193, Morningside and West Broad Mixed Use,  
 494 and staff recommends approval.

495  
 496 **PLAN OF DEVELOPMENT**

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Mr. Mackey - Okay. Is there anyone in attendance or via WebEx that's in  
 opposition of POD2021-00193, Morningside and West Broad Mixed Use in Brookland  
 district being approved on the expedited agenda?

Mr. Bariteau - Mr. Chairman, there is nobody on WebEx.

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Mr. Mackey - All right.

Mr. Archer - Mr. Chairman, therefore I recommend approval of POD2021-00193, Morningside and West Broad Mixed Use subject to the staff's recommendation, the annotations on the plan, standard conditions for developments of this type, and the additional conditions 29 through 39.

Mr. Mackey - Second. All right. We have a motion for approval of POD2021-00193 Morningside and West Broad Mixed Use in Brookland by Mr. Archer and a second by Mr. Mackey. All in favor say aye.

The Commission - Aye.

Mr. Mackey - Any opposed? All right. Thank you.

The Planning Commission approved the plan of development request for POD2021-00193, Morningside and West Broad Mixed Use subject to the staff's recommendation, the annotations on the plan, standard conditions for developments of this type, and the additional conditions:

29. The entrances and drainage facilities on West Broad Street (U.S. Route 250) shall be approved by the Virginia Department of Transportation and the County.
30. A notice of completion form, certifying that the requirements of the Virginia Department of Transportation entrances permit have been completed, shall be submitted to the Department of Planning prior to any occupancy permits being issued.
31. Prior to issuance of a certificate of occupancy for any building in this development, the engineer of record shall certify that the site has been graded in accordance with the approved grading plans.
32. A concrete sidewalk meeting VDOT standards shall be provided along the south side of West Broad Street (U.S. Route 250).
33. A concrete sidewalk meeting County standards shall be provided along the east side of Morningside Drive.
34. The proffers approved as a part of zoning case REZ2020-00038 and conditions of provisional use permit PUP2020-00021 shall be incorporated in this approval.
35. A construction staging plan which includes details for traffic control, fire protection, stockpile locations, construction fencing and hours of construction shall be submitted for County review and prior to the approval of any final construction plans.
36. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.
37. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Virginia Department of

- 549 Transportation maintained right-of-way. The elevations will be set by the contractor  
550 and approved by the Virginia Department of Transportation.
- 551 38. The location of all existing and proposed utility and mechanical equipment  
552 (including HVAC units, electric meters, junctions and accessory boxes,  
553 transformers, and generators) shall be identified on the landscape plan. All building  
554 mounted equipment shall be painted to match the building, and all equipment shall  
555 be screened by such measures as determined appropriate by the Director of  
556 Planning or the Planning Commission at the time of plan approval.
- 557 39. The limits and elevations of the Special Flood Hazard Area shall be conspicuously  
558 noted on the plan and labeled "Limits of Special Flood Hazard Area." In addition,  
559 the delineated Special Flood Hazard Area must be labeled "Variable Width  
560 Drainage and Utility Easement." The easement shall be granted to the County prior  
561 to the issuance of any occupancy permits.

562  
563 Ms. News - The next item is located in the Brookland District and found  
564 on page 22 of your agenda. This is POD2021-00195 and it includes a lighting plan for  
565 the Wawa at West Broad and Hampstead, and staff recommends approval.

566  
567 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

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POD2021-00195 Wawa at West Broad and Hampstead - 5900 West Broad Street (U.S. Route 250)	<b>Kimley-Horn and Associates, Inc. for Bookcase on Broad, LLC, Arby's on Broad, LLC, D.E. Mitchell, LLC, and Wawa, Inc.:</b> Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to demolish 7 existing buildings and construct a one-story, 6049 square foot convenience store with fuel pumps. The 1.895-acre site is located on the north line of West Broad Street between Hampstead Avenue and Bremono Road, on parcels 771-740- 0065, 771-740-0560, 771-740-0972, 771-740-1254, 771- 740-1275, 771-740-1961, 771-740-2365, and 771-740- 2768. The zoning is B-3, Business District. County water and sewer. <b>(Brookland)</b>
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569  
570 Ms. Mackey - Thank you, Ms. News. Is there anyone in attendance or via  
571 WebEx that is in opposition of POD2021-00195 and lighting plan Wawa and West Broad  
572 and Hampstead being approved on the Expedited Agenda?

573  
574 Mr. Bariteau - Mr. Chairman, we do not have anybody on WebEx.

575  
576 Mr. Mackey - Okay. I'm sorry.

577  
578 Unknown Speaker from Audience- (Indiscernible)

579  
580 Mr. Emerson - Mr. Chairman, it might be appropriate to go past this –  
581



582 Mr. Mackey - Okay.  
583  
584 Mr. Emerson - -- and come back to it and allow the citizen to meet with the  
585 staff planner in the lobby and see if we can answer her questions.  
586  
587 Mr. Mackey - Okay.  
588  
589 Mr. Emerson - And then we can come back to it.  
590  
591 Mr. Mackey - All right. You're welcome. Thank you. And so we'll come  
592 back to that.  
593  
594 Ms. News - The next item --  
595  
596 Mr. Mackey - I'm sorry, Ms. News.  
597  
598 Ms. News - Sorry. Excuse me. The next item is found on page 24 of your  
599 agenda and located in the Three Chopt District. This is subdivision SUB2021-00023,  
600 Preserve at Turner Farm, June 2021 Plan, and staff recommends approval.

601  
602 **SUBDIVISION**  
603

SUB2021-00023 **Bay Companies, Inc. for Hundred Acre Woods, Inc. and Stanley Martin Homes:** The 33.5-acre site proposed for Preserve at Turner Farm (June 2021 Plan) - 10915 Opaca Lane 75 detached dwellings for sale with zero lot lines is located at the eastern terminus of Opaca Lane, on parcel 752-773-1086. The zoning is R-5AC, General Residential District (Conditional). County water and sewer. **(Three Chopt) 75 Lots**

604  
605 Mr. Mackey - Is there anyone in attendance or via WebEx that's in  
606 opposition of SUB2021-00023, Preserve at Turner Farm, June 2021 Plan being approved  
607 on the expedited agenda? Is anyone in opposition?  
608  
609 Mr. Bariteau - Mr. Chairman, we do not have anyone on WebEx.  
610  
611 Mr. Mackey - All right. Thank you.  
612  
613 Mrs. Thornton - Mr. Chairman, I move approval of SUB2021-00023, Preserve  
614 at Turner Farm, June 2021 Plan, on the expedited agenda subject to the annotations on  
615 the plan, the standard conditions for zero-lot-line subdivisions, and the additional  
616 conditions 13 through 20 in the agenda.  
617  
618 Mr. Archer - Second.  
619

620 Mr. Mackey - All right. We have a motion for approval on expedited agenda  
621 of SUB2021-00023, Preserve at Turner Farm, June 2021 Plan by Mrs. Thornton. A  
622 second by Mr. Archer. All in favor of approval say aye.

623  
624 The Commission - Aye.

625 Mr. Mackey - Any opposed? Motion is granted.

626  
627  
628 The Planning Commission approved the subdivision request for SUB2021-00023,  
629 Preserve at Turner Farm, (June 2021 Plan), on the expedited agenda subject to the  
630 annotations on the plan, the standard conditions for zero-lot-line subdivisions, and the  
631 following additional conditions:

- 632  
633 13. The limits and elevation of the Special Flood Hazard Area shall be conspicuously  
634 noted on the plat and construction plans and labeled "Limits of Special Flood  
635 Hazard Area." Dedicate the Special Flood Hazard Area as a "Variable Width  
636 Drainage & Utilities Easement."  
637 14. Each lot shall contain at least 5,625 sq. ft., exclusive of the floodplain areas.  
638 15. Prior to requesting the final approval, a draft of the covenants and deed restrictions  
639 for the maintenance of the common area by a homeowners association shall be  
640 submitted to the Department of Planning for review. Such covenants and  
641 restrictions shall be in a form and substance satisfactory to the County Attorney  
642 and shall be recorded prior to recordation of the subdivision plat.  
643 16. A County standard sidewalk shall be constructed along one side of each road.  
644 17. Any necessary offsite drainage easements must be obtained prior to final approval  
645 of the construction plan by the Department of Public Works.  
646 18. The proffers approved as part of zoning case REZ2020-00041 and conditions of  
647 provisional use permit PUP2021-00006 shall be incorporated in this approval.  
648 19. The final plat for recordation shall contain information showing The Chesapeake  
649 Bay Preservation areas, if any, in accordance with Chapter 19, Section 19-72 (18),  
650 of the Henrico County Code, as determined by the Director of Public Works.  
651 20. Any future building lot containing a BMP, sediment basin or trap and located within  
652 the buildable area for a principal structure or accessory structure, may be  
653 developed with engineered fill. All material shall be deposited and compacted in  
654 accordance with the Virginia Uniform Statewide Building Code and geotechnical  
655 guidelines established by a professional engineer. A detailed engineering report  
656 shall be submitted for the review and approval by the Building Official prior to the  
657 issuance of a building permit on the affected lot. A copy of the report and  
658 recommendations shall be furnished to the Directors of Planning and Public Works.

659  
660 Mrs. News - The next item is on page 28 of your agenda and located in the  
661 Fairfield District. This is SUB2021-00063, Reserve at Springdale Park, June 2021 Plan,  
662 and staff recommends approval.

663  
664  
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666 **SUBDIVISION**

667 SUB2021-00063 **E. D. Lewis & Associates for GBR Henrico LLC/Plaza**  
Reserve at Springdale **360/National Realty & Dev. Group and The Reserve at**  
Park (June 2021 Plan) – **Highland Park LLC:** The 9.28-acre portion of the 27.45-  
4000 Mechanicsville acre site proposed for a subdivision of 108 townhomes for  
Turnpike (U.S. Route 360) sale is located approximately 700 feet west of the northwest  
line of Mechanicsville Turnpike (U.S. Route 360) and  
approximately 900 feet north of Laburnum Avenue, on part  
of parcel 803-737-0018. The zoning is UMUC, Urban Mixed  
Use District and ASO, Airport Safety Overlay District.  
County water and sewer. **(Fairfield) 108 Lots**

668  
669 Mr. Mackey - All right. Thank you. Is there anyone in attendance or via  
670 WebEx that is in opposition of the expedited approval of SUB2021-00063 Reserve at  
671 Springdale Park, June 2021 Plan, Fairfield?

672  
673 Mr. Bariteau - Mr. Chairman, we do not have anybody on WebEx.

674  
675 Mr. Mackey - All right. Thank you, sir.

676  
677 Mr. Archer - No one present here?

678  
679 Mr. Mackey - No, sir. No one present in opposition.

680  
681 Mr. Archer - Therefore, I move for approval of Subdivision 2021-00063  
682 Reserve at Springdale Park subject to the plan annotations, the standard conditions for  
683 residential townhouses, and the additional condition 16.

684  
685 Mrs. Thornton - Second.

686  
687 Mr. Mackey - Thank you. All right. We have a motion for approval on the  
688 expedited agenda by Mr. Archer and a second by Mrs. Thornton for SUB2021-00063,  
689 Reserve at Springdale Park, June 2021 Plan, Fairfield. All in favor say aye. Any  
690 opposed? The motion is carried.

691  
692 The Planning Commission approved the subdivision request for SUB2021-00063  
693 Reserve at Springdale Park subject to the annotations on the plan, the standard  
694 conditions for residential townhouses, and the following additional condition:

695  
696 16. The proffers approved as part of zoning case REZ2020-00046 and conditions of  
697 provisional use permit PUP2020-00025 shall be incorporated in this approval.

698  
699 Mr. Archer - We went from a preserve to a reserve.

701 Ms. News - The final item is on page 29 of your agenda and located in the  
702 Three Chopt District. This is POD2021-00194, Corner at Twin Hickory Condominiums,  
703 and staff recommends approval.  
704

705 **PLAN OF DEVELOPMENT**  
706

POD2021-00194 **Youngblood, Tyler & Associates for CA Twin Hickory  
Corner at Twin Hickory LLC, HHHunt Corporation and Rose L. Farmer:** Request  
Condominiums - Pouncey for approval of a plan of development, as required by  
Tract Road (State Route Chapter 24, Section 24-106 of the Henrico County Code, to  
271) construct 12 buildings with 105 two-story condominium  
units and associated parking. The 10.95-acre site is located  
on the northeast corner of the intersection of Pouncey Tract  
Road (State Route 271) and Twin Hickory Lake Drive, on  
parcels 740-766-2619, 740-766-6112, 739-766-9016, 739-  
766-9601, 740-765-3690, and 740-766-3730. The zoning is  
R-6C, General Residential District (Conditional), O-2C,  
Office District (Conditional), and WBSO, West Broad Street  
Overlay District. County water and sewer. ( **Three Chopt**)

707  
708 Mr. Mackey - All right. Thank you. Is there anyone in attendance or via  
709 WebEx that's in opposition of the expedited approval of POD2021-00194, Corner at Twin  
710 Hickory Condominiums, Three Chopt?  
711

712 Mr. Bariteau - Mr. Chairman, we have nobody on WebEx.  
713

714 Mr. Mackey - Thank you, sir.  
715

716 Mrs. Thornton - Okay, Mr. Chairman, I move approval of POD2021-00194,  
717 Corner at Twin Hickory Condominiums on the expedited agenda subject to the  
718 annotations on the plan, the standard conditions for developments of this type, and the  
719 additional conditions 29 through 45 in the agenda.  
720

721 Mr. Mackey - Second. We have a motion for approval on the expedited  
722 agenda by Mrs. Thornton, a second by Mr. Mackey for POD2021-00194, Corner at Twin  
723 Hickory Condominiums, Three Chopt. All in favor say aye.  
724

725 The Commission - Aye.  
726

727 Mr. Mackey - Any opposed? The motion is granted.  
728

729 The Planning Commission approved the plan of development request for POD2021-  
730 00194, Corner at Twin Hickory Condominiums on the expedited agenda subject to the  
731 annotations on the plan, the standard conditions for developments of this type, and the  
732 following additional conditions:  
733

- 734 29. The unit house numbers shall be visible from the parking areas and drives.  
735 30. The names of streets, drives, courts and parking areas shall be approved by the  
736 Richmond Regional Planning District Commission and such names shall be  
737 included on the construction plans prior to their approval. The standard street  
738 name signs shall be installed prior to any occupancy permit approval.
- 739 31. A plat for the widening of Pouncey Tract Road (State Route 271) right of way as  
740 shown on the approved plans shall be submitted to the County Real Property agent  
741 prior to approval of construction plans; and shall be submitted to VDOT following  
742 approval of the construction plans and recorded with appropriate conveyance  
743 instruments prior to requesting occupancy permits.
- 744 32. The right-of-way for widening of Twin Hickory Lake Drive as shown on approved  
745 plans shall be dedicated to the County prior to any occupancy permits being  
746 issued. The right-of-way dedication plat and any other required information shall  
747 be submitted to the County Real Property Agent prior to approval of construction  
748 plans.
- 749 33. The entrances and drainage facilities on Pouncey Tract Road (State Route 271)  
750 shall be approved by the Virginia Department of Transportation and the County.
- 751 34. A notice of completion form, certifying that the requirements of the Virginia  
752 Department of Transportation entrances permit have been completed, shall be  
753 submitted to the Department of Planning prior to any occupancy permits being  
754 issued.
- 755 35. A concrete sidewalk meeting VDOT standards shall be provided along the eastern  
756 and western sides of Pouncey Tract Road (State Route 271).
- 757 36. A concrete sidewalk meeting County standards shall be provided along the  
758 northern side of Twin Hickory Lake Drive.
- 759 37. Outside storage shall not be permitted.
- 760 38. The proffers approved as a part of zoning cases REZ2021-00012 and REZ2020-  
761 00029 shall be incorporated in this approval.
- 762 39. The pavement shall be of an SM-2A type and shall be constructed in accordance  
763 with County standard and specifications. The developer shall post a defect bond  
764 for all pavement with the Department of Planning - the exact type, amount and  
765 implementation shall be determined by the Director of Planning, to protect the  
766 interest of the members of the Homeowners Association. The defect bond shall  
767 remain in effect for a period of three years from the date of the issuance of the final  
768 occupancy permit. Prior to the issuance of the last Certificate of Occupancy, a  
769 professional engineer must certify that the roads have been designed and  
770 constructed in accordance with County standards.
- 771 40. Approval of the construction plans by the Department of Public Works does not  
772 establish the curb and gutter elevations along the Henrico County maintained right-  
773 of-way. The elevations will be set by Henrico County.
- 774 41. Approval of the construction plans by the Department of Public Works does not  
775 establish the curb and gutter elevations along the Virginia Department of  
776 Transportation maintained right-of-way. The elevations will be set by the contractor  
777 and approved by the Virginia Department of Transportation.
- 778 42. The owners shall not begin clearing of the site until the following conditions have  
779 been met:

- 780 (a) The site engineer shall conspicuously illustrate on the plan of development  
781 or subdivision construction plan and the Erosion and Sediment Control  
782 Plan, the limits of the areas to be cleared and the methods of protecting the  
783 required buffer areas. The location of utility lines, drainage structures and  
784 easements shall be shown.
- 785 (b) After the Erosion and Sediment Control Plan has been approved but prior  
786 to any clearing or grading operations of the site, the owner shall have the  
787 limits of clearing delineated with approved methods such as flagging, silt  
788 fencing or temporary fencing.
- 789 (c) The site engineer shall certify in writing to the owner that the limits of  
790 clearing have been staked in accordance with the approved plans. A copy  
791 of this letter shall be sent to the Department of Planning and the Department  
792 of Public Works.
- 793 (d) The owner shall be responsible for the protection of the buffer areas and for  
794 replanting and/or supplemental planting and other necessary improvements  
795 to the buffer as may be appropriate or required to correct problems. The  
796 details shall be included on the landscape plans for approval.
- 797 43. Evidence of a joint ingress/egress and maintenance agreement must be submitted  
798 to the Department of Planning and approved prior to issuance of a certificate of  
799 occupancy for this development.
- 800 44. The location of all existing and proposed utility and mechanical equipment  
801 (including HVAC units, electric meters, junction and accessory boxes,  
802 transformers, and generators) shall be identified on the landscape plans. All  
803 equipment shall be screened by such measures as determined appropriate by the  
804 Director of Planning or the Planning Commission at the time of plan approval.
- 805 45. Except for junction boxes, meters, and existing overhead utility lines, and for  
806 technical or environmental reasons, all utility lines shall be underground.

807  
808 Ms. News - Mr. Secretary, Mr. Chairman, I understand that the citizen that  
809 had concerns about the Wawa has now left the meeting.

810  
811 Mr. Mackey - Okay. Thank you. We can return to that case now.

812  
813 Ms. News - Okay. This is – we'll go back to page 22 of your agenda in the  
814 Brookland District. This is POD2021-00195, including a lighting plan for the Wawa at  
815 West Broad and Hampstead, and staff recommends approval.

816  
817 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

818  
POD2021-00195                      **Kimley-Horn and Associates, Inc. for Bookcase on  
Wawa at West Broad and Broad, LLC, Arby's on Broad, LLC, D.E. Mitchell, LLC,  
Hampstead - 5900 West and Wawa, Inc.:** Request for approval of a plan of  
Broad Street (U.S. Route development and lighting plan, as required by Chapter 24,  
250)                                      Section 24-106 of the Henrico County Code, to demolish 7  
existing buildings and construct a one-story, 6049 square  
foot convenience store with fuel pumps. The 1.895-acre site

is located on the north line of West Broad Street between Hampstead Avenue and Bremo Road, on parcels 771-740-0065, 771-740-0560, 771-740-0972, 771-740-1254, 771-740-1275, 771-740-1961, 771-740-2365, and 771-740-2768. The zoning is B-3, Business District. County water and sewer. ( **Brookland** )

819

820 Mr. Mackey - Is there anyone – yeah but is there anyone else in attendance  
821 or via WebEx that's in opposition of the expedited approval of POD2021-00195 and  
822 Lighting Plan, Wawa and West Broad and Hampstead.

823

824 Mr. Bariteau- Mr. Chairman, there's nobody on WebEx.

825

826 Mr. Mackey - Thank you, sir. We have no one in attendance.

827

828 Mr. Archer - Hearing none, Mr. Chairman, I recommend approval of – I  
829 make a motion for approval of POD2021-00195, Kimley-Horn and Associates for  
830 Bookcase on Broad and Wawa Incorporated subject to the staff's recommendation, and  
831 the annotations on the plan and standard conditions for developments of this type, and  
832 the additional conditions 11B and 29 through 35.

833

834 Ms. News - Second.

835

836 Mr. Mackey - All right. We have a motion for approval by Mr. Archer, a  
837 second by Mrs. Thornton of POD2021-00195 and Lighting Plan, Wawa at West Broad  
838 and Hampstead. All in favor say aye.

839

840 The Commission - Aye.

841

842 Mr. Mackey - Any opposed? The motion is granted.

843

844 The Planning Commission approved the plan of development and lighting request for  
845 POD2021-00195, Wawa at West Broad and Hampstead, subject to the staff's  
846 recommendation and the annotations on the plan, the standard conditions for  
847 developments of this type and the following additional conditions:

848

849 11B. Prior to the approval of an electrical permit application and installation of the site  
850 lighting equipment, a plan including light spread and intensity diagrams, and fixture  
851 specifications and mounting heights details shall be revised as annotated on the  
852 staff plan and included with the construction plans for final signature.

853 29. Bulk storage of fuel shall be underground.

854 30. Outside storage shall not be permitted.

855 31. Prior to approval of construction plans, the developer must furnish a letter from  
856 Dominion Virginia Power stating that this proposed development does not conflict  
857 with their facilities.

- 858 32. Approval of the construction plans by the Department of Public Works does not  
859 establish the curb and gutter elevations along the Henrico County maintained right-  
860 of-way. The elevations will be set by Henrico County.
- 861 33. The location of all existing and proposed utility and mechanical equipment  
862 (including HVAC units, electric meters, junctions and accessory boxes,  
863 transformers, and generators) shall be identified on the landscape plan. All building  
864 mounted equipment shall be painted to match the building, and all equipment shall  
865 be screened by such measures as determined appropriate by the Director of  
866 Planning or the Planning Commission at the time of plan approval.
- 867 34. Except for junction boxes, meters, and existing overhead utility lines, and for  
868 technical or environmental reasons, all utility lines shall be underground.
- 869 35. The existing alley right of way in conflict with the Wawa building footprint shall be  
870 vacated prior to the approval of the building permit for the said building.

871  
872 Mr. Emerson - Mr. Chairman, that completes the expedited items for this  
873 morning. We now move into the Subdivision Extensions and Withdrawals of Conditional  
874 Approval. And those will be presented by Ms. Kate McMillion.

875  
876 Ms. McMillion - Good morning.

877  
878 The Commission - Good morning.

879  
880 Ms. McMillion - There are 19 conditional subdivision extensions on the  
881 agenda this morning. Maps have been provided for the Brookland, Fairfield, and Varina  
882 districts, as those are the only three districts that have cases.

883  
884 There's one case in Brookland. There's one case in Fairfield. And then the remaining 17  
885 are in the Varina District. Since 2009, State Code has been amended a total of four  
886 times to permit the automatic extension of pending development plans. With the  
887 exception of Centennial Commons, which is located at the end of the list on page 4 of the  
888 agenda, the other subdivisions provided in the agenda have received at least one of the  
889 previous three automatic extensions due to State Code amendments from the – stemming  
890 from the housing crisis.

891  
892 All the cases listed were granted a one-year extension last June by the Director of  
893 Planning under the Temporary COVID ordinance. However, the latest State Code  
894 amendment took place during the Fall 2020 State emergency legislation session to permit  
895 yet another extension due to the COVID pandemic.

896  
897 The agenda notes the extension date for all of these cases as July 1 of 2022, which is  
898 the same date that is set forth in the State Code section. As with the previous automatic  
899 state code extensions, no Commission action is necessary and are provided here for your  
900 information purposes only. I'm available if you have any questions.

901  
902 Mr. Mackey - All right. Thank you, ma'am. Does anyone from the  
903 Commission have any questions or comments?



904 Ms. McMillion - Thank you.  
905  
906 Mr. Mackey - All right. Thank you.  
907  
908 Mr. Emerson - Mr. Chairman, we now move into your regular agenda, to  
909 page 26 for Subdivision 2021-00040, Balzer & Associates for Salvatore J. Cangiano and  
910 Doug Godsey, Godsey Properties. The staff report will be presented by Ms. Christina  
911 Goggin.  
912

913  
914 **SUBDIVISION (Deferred from May 2021)**  
915

SUB2021-00040 **Balzer & Associates for Salvatore J. Cangiano and  
Landmark (May 2021 Plan) Doug Godsey – Godsey Properties:** The 83.77 -acre site  
– 310 Clayman Road proposed for 2 single-family lots, 34 detached dwelling lots  
with zero lot lines, and 322 townhouses for sale is located  
at the northeast intersection of E. Williamsburg Road (U.S.  
Route 60) and Dry Bridge Road, on parcels 836-713-7564  
and 837-713-0631. The zoning is R-3C, One-Family  
Residential District (Conditional), R-5AC, General  
Residential District (Conditional), RTHC, Residential  
Townhouse District (Conditional), B-2C, Business District  
(Conditional), and ASO, Airport Safety Overlay District.  
County water and sewer. ( **Varina**) **358 Lots**

916 Mr. Mackey - Good morning, Ms. Goggin.  
917  
918 Ms. Goggin - Good morning.  
919  
920 Mr. Archer - Good morning.  
921  
922 Mr. Mackey - Oh, I'm sorry. Is there anyone in the audience or via WebEx  
923 that's in opposition of SUB2021-00040, Landmark, May 2021 Plan? Anyone via WebEx?  
924 We don't have anyone.  
925  
926 Mr. Bariteau - Mr. Chairman, there is nobody on WebEx.  
927  
928 Mr. Mackey - All right. Thank you, sir. All right.  
929  
930 Ms. Goggin - Okay, good morning.  
931  
932 Mr. Mackey - Good morning.  
933  
934 Ms. Goggin - This is the proffered plan for Landmark. It consists of about  
935 80 acres. It's a little bit easier to see on the proffered plan than the layout plan, but the –  
936

937 this part are the zero-lot-line dwellings. Down here is the existing B-2. That will come  
938 back to you. And this area is all townhouses.

939  
940 The developer held out this little area that was rezoned in 2018 of R-3C. So they're doing  
941 two single-family dwellings there. Let me go back to the master plan real quick. It's a  
942 little bit easier to see the trails and the common area, and the open space that the  
943 applicant has proffered.

944  
945 These – this street right here cutting through it, is public and these streets that serve the  
946 R-5AC down to the businesses are public. The streets off of the public streets that serve  
947 the townhouses will be private.

948  
949 Here is the detailed plan that we check for compliance for the conditional submittal. Here  
950 are the two R-3C lots on Old Memorial Parkway. So that's part of the 2018 case.  
951 Sidewalks are proffered to be installed along the front of the lots and public roads. A trail  
952 system is proposed throughout the development and details for the improvements in the  
953 public area will need to come back with the POD that is submitted after the conditional  
954 approval.

955  
956 The applicant is also proffered to submit a pedestrian phasing plan addressing path  
957 materials and possible pedestrian-crossing here at Williamsburg and Memorial for the  
958 area that was also rezoned, but not part of this approval.

959  
960 The applicant is proposing three different townhouse sizes. And they are up here in the  
961 corner. A 20 by 89 lot, a 20 by 99 lot, and a 24 by 109 lot. One-car garages will be  
962 provided on 157 townhouse lots, and all zero-lot-line units provide two off-street parking  
963 spaces. And the R-3 needs to provide one off-street parking space per unit.

964  
965 Per the proffers, all dwelling units shall have exposed exterior walls of stone, drivit brick,  
966 hardy plank, vinyl siding are a combination, and 30-year roof shingles.

967  
968 Like I previously said, the commercial down here will need to come back for POD review  
969 and approval. They have transitional buffers that they will need to meet. And there's a  
970 focal point.

971  
972 The trail path and areas for amenities will come back for approval. So, with that, I can  
973 recommend – staff can recommend conditional approval subject to the annotations on  
974 the plan and standard conditions for subdivisions served by public utilities and additional  
975 conditions 15 through 21 in your agenda. And I would be happy to answer any questions.  
976 And Todd Chalmers from Balzer is here, if you have any for him.

977  
978 Mr. Mackey - Thank you, Ms. Goggin. Did anyone from the Commission  
979 have any questions for Ms. Goggin?

980

981 Mrs. Thornton - I don't think this really matters, but the two houses, do they  
982 have access to this subdivision, or is the back of the house? Like is there a connection?  
983 Just curious.

984  
985 Ms. Goggin - The R-3C and the RTHC lines are – they're adjacent, and  
986 technically there is a 10-foot transitional buffer.

987  
988 Mrs. Thornton - Okay.

989  
990 Ms. Goggin - When it comes to amenities and them being able to use the  
991 amenities, I'm not sure, but I don't see why they wouldn't be able to. There's just no  
992 pedestrian path from the single-family dwellings, you know, into the rest of the  
993 development.

994  
995 Mr. Emerson - Mrs. Thornton, I believe I recall a fence being in the proffers  
996 that separate these properties from the – from the subdivision. And that was at the  
997 request of the – of those homeowners.

998  
999 Mr. Mackey - So they – my question was, so they would not be part of the  
1000 HOA or anything?

1001  
1002 Mr. Emerson - No.

1003  
1004 Mr. Mackey - Correct.

1005  
1006 Mrs. Thornton - Okay.

1007  
1008 Mr. Mackey - All right. Thank you. Any other questions? Comments? All  
1009 right. Thank you, Ms. Goggin. All right. Well, Ms. Goggin has brought me up to speed  
1010 on this. This is my first time dealing with any conditional plans. I don't think Mrs. Thornton  
1011 has dealt with any conditional plans before.

1012  
1013 Mrs. Thornton - Mm-mm.

1014  
1015 Mr. Mackey - Everything is pretty new to us, so it's very interesting. We'll  
1016 be still working with the applicant as we go forward. And when they put forth their plans  
1017 for the POD and then we'll, you know, we'll have some more work to do then. I'm  
1018 interested in what the walking trails would look like and, you know, some of the other  
1019 amenities and the green spaces and everything. But I am excited about this.

1020  
1021 This was called the Dry Bridge project, I believe, when we -- when we first approved it.  
1022 And it's changed to Landmark. I think it's going to be nice. I'm looking forward to when  
1023 we start dealing with the commercial portion of it as well. I think that'll be nice for the  
1024 area.

1025

1026 You know, something to open it up a little bit, you know, and bring more mid-range?--  
1027 more people to the YMCA down there. You know, they're kind of down there by their  
1028 selves a little bit. You know, and everything. So I think this is an – overall a very good  
1029 project.

1030  
1031 Having said that, I move that SUB2021-00040, Landmark, May 2021 Plan, be approved  
1032 subject to the annotations on the plans, the standard conditions for residential townhomes  
1033 for sale and zero-lot-line subdivisions and additional conditions 15, modified, and 16  
1034 through 21 in the agenda.

1035  
1036 Mrs. Thornton - I second.

1037  
1038 Mr. Mackey - Okay. We have a motion by Mr. Mackey, a second by Mrs.  
1039 Thornton, for approval. All in favor say aye.

1040  
1041 The Commission - Aye.

1042  
1043 Mr. Mackey - Any opposed? Motion is granted. Thank you.

1044  
1045 The Planning Commission approved the subdivision request for SUB2021-00040,  
1046 Landmark, (May 2021 Plan), subject to the annotations on the plans, the standard  
1047 conditions for residential townhomes for sale and zero-lot-line subdivisions and the  
1048 following additional conditions:

- 1049  
1050 15. **MODIFIED** – Prior to a request for final approval for any R-5A lot, the developer  
1051 shall provide a buildable area plan showing information for all lots within the  
1052 subdivision. Such plan shall be a part of the construction plans submitted for review  
1053 and for signature. The buildable area plan shall be a minimum of 1" to 50' scale or  
1054 larger and shall show the buildable area for the principal structure, all setback  
1055 dimensions, the minimum lot width  
1056 (perpendicular to the center line of the lot at the front building line), and if  
1057 applicable, any Special Flood Hazard Areas (floodplains) and the area of each lot  
1058 exclusive of floodplain, wetlands, easements, buffers and Chesapeake Bay Act  
1059 Areas.
- 1060 16. The limits and elevation of the Special Flood Hazard Area shall be conspicuously  
1061 noted on the plat and construction plans and labeled "Limits of Special Flood  
1062 Hazard Area." Dedicate the Special Flood Hazard Area as a "Variable Width  
1063 Drainage & Utilities Easement."
- 1064 17. A County standard sidewalk shall be constructed along the fronts of all lots and the  
1065 east side of Dry Bridge Road.
- 1066 18. Any necessary offsite drainage easements must be obtained prior to final approval  
1067 of the construction plan by the Department of Public Works.
- 1068 19. The proffers approved as part of zoning case REZ2018-00028 and REZ2020-  
1069 00015 shall be incorporated in this approval.

1070 20. The final plat for recordation shall contain information showing The Chesapeake  
1071 Bay Preservation areas, if any, in accordance with Chapter 19, Section 19-72 (18),  
1072 of the Henrico County Code, as determined by the Director of Public Works.

1073 21. Any future building lot containing a BMP, sediment basin or trap and located within  
1074 the buildable area for a principal structure or accessory structure, may be  
1075 developed with engineered fill. All material shall be deposited and compacted in  
1076 accordance with the Virginia Uniform Statewide Building Code and geotechnical  
1077 guidelines established by a professional engineer. A detailed engineering report  
1078 shall be submitted for the review and approval by the Building Official prior to the  
1079 issuance of a building permit on the affected lot. A copy of the report and  
1080 recommendations shall be furnished to the Directors of Planning and Public Works.  
1081

1082 Mr. Emerson - Mr. Chairman, that completes the agenda for the Planning  
1083 Commission this morning and I have nothing further for the Commission today.  
1084

1085 Mr. Mackey - All right. Thank you, sir. I believe a motion for adjournment  
1086 would be in order.  
1087

1088 Mr. Archer - Mr. Chairman, before we adjourn, I'd like to compliment you  
1089 on disposing of a rather lengthy agenda.  
1090

1091 Mr. Mackey - Oh. Well, I had – I had plenty of help with you. Appreciate  
1092 everybody, all they do to –  
1093

1094 Mr. Archer - (indiscernible) monitor anything like that to save time. You  
1095 know.  
1096

1097 Mr. Mackey - You all helped it go smooth now. And I appreciate that.  
1098

1099 Mrs. Thornton - Well, it means you did your homework.  
1100

1101 Mr. Mackey - We try.  
1102

1103 Mr. Archer - Mr. Chairman, I move for adjournment.  
1104

1105 Mrs. Thornton - I second.  
1106

1107 Mr. Mackey - All right. Motion for adjournment. Second. All in favor say  
1108 aye.  
1109

1110 The Commission - Aye.  
1111

1112 Mr. Mackey - Meeting adjourned.  
1113  
1114  
1115

1116

1117

1118 Mr. William M. Mackey, Jr., Chairperson

1119

1120

1121

1122

1123 Mr. R. Joseph Emerson, Jr., Secretary

1124

1125

Handwritten signatures in black ink. The first signature, 'William M. Mackey, Jr.', is written above the printed name 'Mr. William M. Mackey, Jr., Chairperson'. The second signature, 'R. Joseph Emerson, Jr.', is written above the printed name 'Mr. R. Joseph Emerson, Jr., Secretary'. Both signatures are large and stylized, with the second signature overlapping the first one.

**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 23, 2021**, 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 23, 2021**, 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. The location of the equipment shall be reviewed and approved with the building permit application for each 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. **(Revised April 2018)**

**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 23, 2021**, 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 22, 2022**, 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 23, 2021**, 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 22, 2022**, 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 23, 2021**, 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 22, 2022**, 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 23, 2021**, 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 22, 2022**, 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 23, 2021**, 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 22, 2022**, 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.