

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 Spring Roads beginning at 9:00 a.m. Wednesday, May 28, 2014.  
4

Members Present: Mr. Robert H. Witte, Jr., Acting Chairman, (Brookland)  
Mr. C. W. Archer, C.P.C., (Fairfield)  
Mr. Tommy Branin, (Three Chopt)  
Mrs. Bonnie-Leigh Jones, C.P.C. (Tuckahoe)  
Mr. R. Joseph Emerson, Jr., AICP,  
Director of Planning, Secretary  
Mr. David Kaechele,  
Board of Supervisors' Representative

Member Absent: Mr. Eric Leabough, C.P.C., Chairman, (Varina)

Others Present: Mr. Kevin D. Wilhite, C.P.C., AICP, County Planner  
Mr. Michael F. Kennedy, County Planner  
Ms. Christina L. Goggin, AICP, County Planner  
Mr. Tony Greulich, C.P.C., County Planner  
Mr. Matt Ward, County Planner  
Mr. Gregory Garrison, AICP, County Planner  
Mr. Lee Pambid, C.P.C., County Planner  
Ms. Sharon Smidler, Traffic Engineering  
Mr. Eric Dykstra, Office Assistant/Recording Secretary

5 **Mr. David Kaechele, the Board of Supervisors' representative, abstains on all**  
6 **cases unless otherwise noted.**

7  
8 Mr. Witte - I call the meeting of the Henrico Planning Commission to  
9 order. I ask that everyone mute or silence their cell phones, please, and rise with us for  
10 the Pledge of Allegiance.

11  
12 This is our Plans of Development and Subdivision meeting. Is there anyone here from  
13 the news media? Good morning. Thank you for being here.

14  
15 Mr. Leabough isn't with us this morning. We do have our Board of Supervisors' member,  
16 Mr. Kaechele.

17  
18 Mr. Kaechele - Good morning.

19  
20 Mr. Witte - Thank you for being here, sir.

21  
22 Mr. Kaechele - Thank you.

23  
24 Mr. Witte - I guess we'll turn the meeting over to you.

25  
26 Mr. Emerson - Yes, sir, Mr. Chairman. First on your agenda this morning are  
27 the requests for deferrals and withdrawals. Those will be presented by Mr. Kevin Wilhite.

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29 Mr. Wilhite - Thank you, Mr. Secretary. Good morning, Mr. Chairman and  
30 members of the Commission. We have three requests for deferrals on the agenda today.  
31 The first one appears on page six of your agenda. This is POD2014-00091, GreenGate  
32 Phase 1. This is located in the Three Chopt District. The applicant is requesting a  
33 deferral until June 25, 2014.

34  
35 **PLAN OF DEVELOPMENT**

36  
POD2014-00091 **Kimley-Horn and Associates, Inc. for ME Nuckols, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct the first phase of an urban mixed-use development consisting of two entrance roads, improvements to W. Broad Street (U.S. Route 250), and other infrastructure including utilities and storm sewer. The master plan proposes a total of 122,000 square-feet of retail and office space, along with 259 residential lots on a 68.68-acre site, including parcels 731-764-5533 and 731-764-4292. The 13.0-acre site for Phase I is located on the south line of W. Broad Street (U.S. Route 250), approximately 540 feet west of its intersection with N. Gayton Road, on part of parcel 731-764-5533. The zoning is UMUC, Urban Mixed Use District (Conditional), and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

37  
38 Mr. Witte - Do we have any opposition to the deferral of POD2014-  
39 00091, GreenGate Phase 1?

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41 Mr. Branin - Then, Mr. Chairman, I'd like to move that POD2014-00091,  
42 GreenGate Phase 1 - Infrastructure and Master Plan, be deferred to the June 25, 2014  
43 meeting, per the applicant's request.

44  
45 Mr. Archer - Second.

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47 Mr. Witte - Motion by Mr. Branin, second by Mr. Archer. All in favor say  
48 aye. All opposed say no. The ayes have it; the motion passes.

49  
50 At the request of the applicant, the Planning Commission deferred POD2014-00091,  
51 GreenGate Phase 1, to its June 25, 2014 meeting.

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53 Mr. Wilhite - Next on page 12, SUB2014-00061, Bell Tower (May 2014  
54 Plan), which is located in the Three Chopt District as well. The applicant is requesting a  
55 deferral also to June 25, 2014.

56

57 **SUBDIVISION**

58

SUB2014-00061  
Bell Tower  
(May 2014 Plan) – 11351  
Church Road

**Bay Companies, Inc. for Mary Chase Eck Layman:** The 0.59-acre site proposed for a subdivision of one existing single-family home, and one proposed single-family home to be incorporated within the existing Bell Tower subdivision, is located at the southeast corner of the intersection of Bell Tower Lane and Bell Tower Court, on part of parcel 743-756-3353. The zoning is R-3C, One-Family Residential District (Conditional), and A-1, Agricultural District. County water and sewer. **(Three Chopt) 2 Lots**

59

60 Mr. Witte - Do we have any opposition to the deferral of SUB2014-  
61 00061, Bell Tower (May 2014 Plan)? I see none.

62

63 Mr. Branin - Then, Mr. Chairman, I'd like to move that SUB2014-00061,  
64 Bell Tower (May 2014 Plan), be deferred to the June 25, 2014 meeting, per the  
65 applicant's request as well.

66

67 Mrs. Jones - Second.

68

69 Mr. Witte - Motion by Mr. Branin, second by Mrs. Jones. All in favor say  
70 aye. All opposed say no. The ayes have it; the motion passes.

71

72 At the request of the applicant, the Planning Commission deferred SUB2014-00061, Bell  
73 Tower (May 2014 Plan), to its June 25, 2014 meeting.

74

75 Mr. Wilhite - The last item we have appears on page 21. It's POD2013-  
76 00428. This is plan of development for Family Dollar at 60 East Williamsburg Road,  
77 located in the Varina District. The applicant is requesting deferral to the July 23, 2014  
78 meeting.

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89 (Deferred from the March 26, 2014 Meeting)

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91 **PLAN OF DEVELOPMENT**

92

POD2013-00428  
Family Dollar at 60 E.  
Williamsburg Road - 60 E.  
Williamsburg Road (U.S.  
Route 60)

**Balzer and Associates, Inc. for Brick House Manner, LLC and Twin Rivers Capital, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 8,320 square-foot retail store. The 1.09-acre site is located at the northwest corner of the intersection of E. Williamsburg Road (U.S. Route 60) and Garland Avenue, on parcels 827-716-7805, 827-716-7107, and 827-716-8603. The zoning is B-1, Business District, and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

93

94 Mr. Witte - Is there any opposition to the deferral of POD2013-00428,  
95 Family Dollar at 60 East Williamsburg Road? None.

96

97 Mr. Archer - Mr. Chairman, I move that POD2013-00428, Family Dollar at  
98 60 East Williamsburg Road, be deferred until the July 23, 2014 meeting at the applicant's  
99 request.

100

101 Mrs. Jones - Second.

102

103 Mr. Witte - Motion by Mr. Archer, second by Mrs. Jones. All in favor say  
104 aye. All opposed say no. The ayes have it; the motion passes.

105

106 At the request of the applicant, the Planning Commission deferred POD2013-00428,  
107 Family Dollar at 60 East Williamsburg Road, to its July 23, 2014 meeting.

108

109 Mr. Wilhite - Those are all of the deferral requests that we are aware of,  
110 Mr. Chairman.

111

112 Mr. Emerson - Mr. Chairman, if the Commission does not have any deferrals  
113 they wish to enter at this time, we would now move to the next item on the agenda,  
114 which are the requests for expedited items. Those will also be presented by Mr. Kevin  
115 Wilhite.

116

117 Mr. Wilhite - We have six requested items for expedited approval today.  
118 The first appears on page three. This is a transfer of approval for POD-46-95, Fas Mart  
119 Convenience Store located in the Three Chopt District. Staff recommends approval.

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123

24 **TRANSFER OF APPROVAL**

125

POD-46-95  
POD2013-00317  
Fas Mart Convenience  
Store - 4690 Pouncey  
Tract Road (State Route  
271)

**GPM Investments for Getty VA Leasing, Inc.:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Bradley, Ltd. And Fas Mart Convenience Store, Inc. to Getty VA Leasing, Inc. The 1.80-acre site is located at the southwest corner of the intersection of Pouncey Tract Road (State Route 271) and Kain Road, on parcel 739-767-2818. The zoning is A-1, Agricultural District, and B-3, Business District. County water and sewer. **(Three Chopt)**

126

127 Mr. Witte - Do we have any opposition to the transfer of approval for  
128 POD-46-95 (POD2013-00317), Fas Mart Convenience Store? I see none.

129

130 Mr. Branin - Mr. Chairman, I'd like to move that transfer of approval POD-  
131 46-95 (POD2013-00317), Fas Mart Convenience Store, move forward with a  
132 recommendation for approval on the expedited agenda.

133

134 Mr. Archer - Second.

135

136 Mr. Witte - Motion by Mr. Branin, second by Mr. Archer. All in favor say  
37 aye. All opposed say no. The ayes have it; the motion passes.

138

139 The Planning Commission approved the transfer of approval request for POD-46-95  
140 (POD2013-00317), Fas Mart Convenience Store, from Bradley, Ltd. and Fas Mart  
141 Convenience Store, Inc. to Getty VA Leasing, Inc., subject to the standard and added  
142 conditions previously approved.

143

144 Mr. Wilhite - The next item appears on page four. This is also a transfer of  
145 approval. This is for POD-102-86, a partial transfer of Laburnum Park Shopping Center,  
146 located in the Varina District. Staff recommends approval.

147

148 **TRANSFER OF APPROVAL**

149

POD-102-86 (Part)  
POD2013-00150  
Laburnum Park Shopping  
Center - 4346 S.  
Laburnum Avenue

**Thalhimer for WOVA Properties, LLC:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Ukrop's Super Markets, Inc. and S.L.N. Laburnum Associates to WOVA Properties, LLC. The 5.72-acre site is located in an existing shopping center, on the west line of S. Laburnum Avenue, approximately 500 feet south of Interstate 64, on parcel 813-718-3411. The zoning is B-2C, Business District (Conditional), and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

150

151 Mr. Witte - Is there any opposition to the transfer of approval for POD-  
152 102-86 (Part) (POD2013-00150), Laburnum Park Shopping Center? I see none.

153  
154 Mr. Archer - Mr. Chairman, I move for approval on the expedited agenda  
155 of transfer of approval POD-102-86 (Part) (POD2013-00150), Laburnum Park Shopping  
156 Center.

157  
158 Mr. Branin - Second.

159  
160 Mr. Witte - Motion by Mr. Archer, second by Mr. Branin. All in favor say  
161 aye. All opposed say no. The ayes have it; the motion passes.

162  
163 The Planning Commission approved the transfer of approval request for POD-102-86  
164 (Part) (POD2013-00150), Laburnum Park Shopping Center from Ukrop's Super Markets,  
165 Inc. and S.L.N. Laburnum Associates to WOVA Properties, LLC, subject to the standard  
166 and added conditions previously approved.

167  
168 Mr. Wilhite - On page five of your agenda, a transfer of approval for POD-  
169 154-86 and 19-06, Bank of America Villa Park Operations Center, which was formerly  
170 Sovran Financial Corporation Villa Complex and Bank of America Data Center  
171 Expansion. This is located in the Fairfield District. Staff recommends approval.

172  
173 **TRANSFER OF APPROVAL**

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POD-154-86 and 19-06 POD2012-00494; POD2013-00019 Bank of America Villa Park Operations Center (Formerly Sovran Financial Corporation Villa Complex and Bank of America Data Center Expansion) – 8011 Villa Park Drive	<b>Cornerstone Real Estate Advisers for At Villa Park Richmond, LLC:</b> Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Sovran Financial Corporation, St. Joseph's Villa, and Bank of America to At Villa Park Richmond, LLC. The 46.86-acre site is located on the east line of Villa Park Drive, approximately 700 feet south of its intersection with E. Parham Road, on parcel 782-754- 7981. The zoning is O/SC, Office Service District (Conditional). County water and sewer. <b>(Fairfield)</b>
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175  
176 Mr. Witte - Do we have any opposition to the transfer of approval POD-  
177 154-86 and 19-06 (POD2012-00494; POD2013-00019) Bank of America Villa Park  
178 Operations Center (Formerly Sovran Financial Corporation Villa Complex and Bank of  
179 America Data Center Expansion)? I see none.

180  
181 Mr. Archer - Mr. Chairman, I move for approval for transfer of approval of  
182 POD-154-86 and 19-06 (POD2012-00494; POD2013-00019) Bank of America Villa Park  
183 Operations Center (formerly Sovran Financial Corporation Villa Complex and Bank of  
184 America Data Center Expansion).

186 Mrs. Jones - Second.

187  
188 Mr. Witte - Motion by Mr. Archer, second by Mrs. Jones. All in favor say  
189 aye. All opposed say no. The ayes have it; the motion passes.

190  
191 The Planning Commission approved the transfer of approval request for POD-154-86  
192 and 19-06 (POD2012-00494; POD2013-00019) Bank of America Villa Park Operations  
193 Center (formerly Sovran Financial Corporation Villa Complex and Bank of America Data  
194 Center Expansion) from Sovran Financial Corporation, St. Joseph’s Villa, and Bank of  
195 America to At Villa Park Richmond, LLC, subject to the standard and added conditions  
196 previously approved.

197  
198 Mr. Wilhite - On page eight is SUB2014-00030, Summerfield (April 2014  
199 Plan) for six lots in the Fairfield District. Staff is recommending approval.

200  
201 **SUBDIVISION**

202  
SUB2014-00030 **Obsidian, Inc. for Jesse Melvin and Dylan Belvin:** The  
Summerfield 2.504-acre site proposed for a subdivision of 6 single-  
(April 2014 Plan) – 1982 family dwellings is located at the southeast corner of the  
Mountain Road intersection of Mountain Road and Megan Drive, on parcel  
778-763-7991. The zoning is R-4, One-Family Residential  
District. County water and sewer. **(Fairfield) 6 Lots**

203  
204 Mr. Witte - Do we have any opposition to SUB2014-00030, Summerfield  
205 (April 2014 Plan)? I see none.

206  
207 Mr. Archer - Mr. Chairman, I move approval on the expedited agenda for  
208 SUB2014-00030, Summerfield (April 2014 Plan), subject to the standard conditions,  
209 annotations on the plan, and additional conditions #13 and #14.

210  
211 Mrs. Jones - Second.

212  
213 Mr. Witte - We have a motion by Mr. Archer, second by Mrs. Jones. All in  
214 favor say aye. All opposed say no. The ayes have it; the motion passes.

215  
216 The Planning Commission granted conditional approval to SUB2014-00030,  
217 Summerfield (April 2014 Plan), subject to the standard conditions attached to these  
218 minutes for subdivisions served by public utilities, the annotations on the plans, and the  
219 following additional conditions:

- 220  
221 13. The details for the landscaping to be provided within the 25-foot wide planting  
222 strip easement along the east side of Mountain Road shall be submitted to the  
223 Department of Planning for review and approval prior to recordation of the plat.  
224 14. A County standard sidewalk shall be constructed along the east side of Mountain  
225 Road.

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Mr. Wilhite - The next item appears on page 17, which is SUB2014-00040, Broad Hill Centre (May 2014 Plan) located in the Three Chopt District. Staff recommends approval.

**SUBDIVISION**

SUB2014-00040 **Timmons Group for Attack WB Investors, LLC:** The Broad Hill Centre (May 2014 Plan) – 12400 W. Broad Street (U.S. Route 250) 0.73-acre site proposed for a road dedication is located on the north line of W. Broad Street (U.S. Route 250), approximately 3,700 feet west of its intersection with N. Gayton Road on part of parcel 730-765-7288. The zoning is B-2C, Business District (Conditional), R-6C, General Residential District (Conditional), O-3C, Office District (Conditional), and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt) 0 Lots**

Mr. Witte - Do we have any opposition to SUB2014-00040, Broad Hill Centre (May 2014 Plan)? I see none.

Mr. Branin - Mr. Chairman, I'd like to move that SUB2014-00040, Broad Hill Centre (May 2014 Plan), be approved on the expedited agenda with standard conditions for road dedication and the following additional conditions #11 and #12.

Mrs. Jones - Second.

Mr. Witte - We have a motion by Mr. Branin, second by Mrs. Jones. All in favor say aye. All opposed say no. The ayes have it; the motion passes.

The Planning Commission granted conditional approval to SUB2014-00040, Broad Hill Centre (May 2014 Plan), subject to the standard conditions attached to these minutes for subdivisions served by public utilities for road dedication, the annotations on the plans, and the following additional conditions:

- 11. The proffers approved as part of zoning case C-18C-12 shall be incorporated in this approval.
- 12. Prior to final approval of this plat, the plat for widening of the Virginia Department of Transportation right-of-way along West Broad Street, as shown on this plat, must be recorded.

Mr. Wilhite - The final item is on page 23 of your agenda. This is POD2013-00129, Goodwill - Brookhollow, located in the Three Chopt District. Staff recommends approval.



34 **PLAN OF DEVELOPMENT**

265

POD2014-00129  
Goodwill – Brookhollow –  
4200 Tom Leonard Drive  
(POD-93-00 Rev.)

**Balzer and Associates, Inc. for Goodwill Industries of Central Virginia, Inc.:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to convert an existing one-story, 23,636-square-foot building to a retail store with a drop-off canopy. The 3.36-acre site is located on the east line of Tom Leonard Drive, approximately 200 feet south of its terminus, on parcel 743-762-4433. The zoning is M-1C, Light Industrial District (Conditional), A-1, Agricultural District, and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

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Mr. Witte - Is there any opposition to POD2014-00129, Goodwill – Brookhollow? I see none.

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Mr. Branin - Mr. Chairman, I'd like to move that POD2014-00129, Goodwill – Brookhollow, be approved with the annotations on the plan, the standard conditions for developments of this type, and the following additional conditions #29 through #35.

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Mrs. Jones - Second.

276

277

Mr. Witte - Motion by Mr. Branin, second by Mrs. Jones. All in favor say aye. All opposed say no. The ayes have it; the motion passes.

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The Planning Commission approved POD2014-00129, Goodwill – Brookhollow, subject to the annotations on the plans, the standard conditions attached to these minutes for developments of this type, and the following additional conditions:

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29. Outside storage shall not be permitted.

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30. The proffers approved as a part of zoning cases C-30C-86 and C-74C-94 shall be incorporated in this approval.

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31. 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.

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32. The loading areas shall be subject to the requirements of Chapter 24, Section 24-97(b) of the Henrico County Code.

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293

33. In the event of any traffic backup which blocks the public right-of-way as a result of congestion caused by the drive-up drop-off facilities, the owner/occupant shall close the drive-up drop-off facilities until a solution can be designed to prevent traffic backup.

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34. There shall be no outdoor storage in moveable storage containers including, but not limited to, cargo containers and portable on demand storage containers.

298

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

305  
 306 Mr. Wilhite - That concludes all of our requests for expedited items.

307  
 308 Mr. Witte - Thank you.

309  
 310 Mr. Emerson - Mr. Chairman, that now takes us to Subdivision Extensions of  
 311 Conditional Approval. Those will be presented by Mr. Lee Pambid.

312  
 313 **SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL**  
 314 **FOR INFORMATIONAL PURPOSES ONLY**

Subdivision	Original No. of Lots	Remaining Lots	Previous Extensions	Magisterial District	Recommended Extension
SUB2012-00042 Liesfeld Farm Drive (April 2012 Plan)	0	0	1	Three Chopt	5/27/2015

316  
 317 Mr. Witte - Good morning.

318  
 319 Mr. Pambid - Good morning. This map indicates the location of one  
 320 subdivision that is presented for extension of conditional approval. They're eligible for a  
 321 one-year extension to May 27, 2015. This is for informational purposes only; it does not  
 322 require Planning Commission action at this time.

323  
 324 This concludes my presentation. Staff can now field any questions you have regarding  
 325 this.

326  
 327 Mr. Witte - Any questions? Thank you, sir.

328  
 329 Mr. Pambid - You're welcome.

330  
 331 Mr. Emerson - Mr. Chairman, we now move into your regular agenda to  
 332 page nine and amended agenda page one.

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40 **SUBDIVISION**

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SUB2014-00050  
Bedford Falls at Hickory  
Grove  
(May 2014 Plan) – 11123  
Nuckols Road

**Bay Companies, Inc. for Atack Properties, Inc.:** The 5.66-acre site proposed for 37 residential townhomes for sale is located on the west line of Nuckols Road, approximately 450 feet south of Hickory Park Drive, on parcel 747-770-3395. The zoning is RTHC, Residential Townhouse District (Conditional). County water and sewer.  
**(Three Chopt) 37 Lots**

Mr. Witte - Do we have any opposition to SUB2014-00050, Bedford Falls at Hickory Grove (May 2014 Plan)? Okay.

Mr. Garrison - Good morning. This is a request to construct 37 townhouse units for sale. The revised plan in your addendum shows the center line of Nuckols Road and right-of-way dedication. The layout has not changed and is consistent with the conceptual layout submitted with the rezoning case.

Staff has requested that the existing vegetation be preserved around the perimeter of the site or landscaping be proposed to meet the intent of the multi-family design guidelines. The applicant has stated that they would like to address this with POD submission. Therefore, staff can recommend approval subject to the annotations on the plan, standard conditions for residential townhouses, and added Condition #15. Staff and representatives are available to answer any questions that you have.

Mr. Witte - Do we have any questions? How would you like to proceed?

Mr. Branin - I have no questions for staff, and I don't think that it's necessary to hear from the applicant. This is pretty much identical to what we submitted at rezoning. It's consistent. Anyone else?

Mr. Witte - We need a motion.

Mr. Branin - Okay. Then, Mr. Chairman, I'd like to move the SUB2014-00050, Bedford Falls at Hickory Grove (May 2014 Plan), be approved with the annotations on the plan, the standard conditions of residential townhomes for sale, and the following additional condition #15.

Mrs. Jones - Second.

Mr. Witte - Motion by Mr. Branin, second by Mrs. Jones. All in favor say aye. All opposed say no. The ayes have it; the motion passes.

The Planning Commission granted conditional approval to SUB2014-00050, Bedford Falls at Hickory Grove (May 2014 Plan), subject to the standard conditions attached to



.7 chance again to thank them for that because I think it will fit beautifully into this  
418 residential area.

419  
420 I do want to thank Aimee for working with me on this, and we look forward to a very  
421 successful addition to Tuckahoe.

422  
423 I'd like to go ahead and make a motion for approval of SUB2014-00056, Carter's Ridge  
424 (May 2014 Plan). This is conditional approval subject to the annotations on the plans and  
425 standard conditions for subdivisions served by public utilities, and the additional  
426 conditions #13, #14, and #15 (as revised on the addendum), and Condition #16.

427  
428 Mr. Branin - Second.

429  
430 Mr. Witte - Motion by Mrs. Jones, second by Mr. Branin. All in favor say  
431 aye. All opposed say no. The ayes have it; the motion passes.

432  
433 The Planning Commission granted conditional approval to SUB2014-00056, Carter's  
434 Ridge (May 2014 Plan), subject to the standard conditions attached to these minutes for  
435 subdivisions served by public utilities, the annotations on the plans, and the following  
436 additional conditions:

437  
438 13. The details for the landscaping to be provided within the twenty-five-foot wide  
39 planting strip easement along the south side Ridge Road shall be submitted to the  
440 Department of Planning for review and approval prior to recordation of the plat.

441 14. The owner shall not begin clearing of the site until the following conditions have  
442 been met:

443 (a) The site engineer shall conspicuously illustrate on the plan of  
444 development or subdivision construction plan and the Erosion and  
445 Sediment Control Plan, the limits of the areas to be cleared and the  
446 methods of protecting the required buffer areas. The location of utility  
447 lines, drainage structures and easements shall be shown.

448 (b) After the Erosion and Sediment Control Plan has been approved but  
449 prior to any clearing or grading operations on the site, the owner shall  
450 have the limits of clearing delineated with approved methods such as  
451 flagging, silt fencing, or temporary fencing.

452 (c) The site engineer shall certify in writing to the owner that the limits of  
453 clearing have been staked in accordance with the approved plans. A  
454 copy of this letter shall be sent to the Department of Planning and the  
455 Department of Public Works.

456 (d) The owner shall be responsible for the protection of the buffer areas  
457 and for replanting and/or supplemental planting and other necessary  
458 improvements to the buffer as may be appropriate or required to  
459 correct problems. The details shall be included on the landscape  
460 plans for Planning Commission approval.

461 15. **REVISED** - The hours of outside construction, including operation of bulldozers  
.62 and other earthmoving equipment, shall be between 7:00 a.m. and 7:00 p.m.,

463 Monday through Saturday, except in emergencies or where unusual  
464 circumstances require extending the specific hours in order to complete work such  
465 as concrete pours or utility connections.  
466 16. To the extent reasonably practicable at the time of development, the clearing of  
467 mature trees on residential lots shall be limited to trees in areas required to  
468 accommodate grading, the structure and its normal and customary accessories,  
469 open yard areas and those limited areas required to permit utility services and  
470 driveways, generally in accordance with the submitted site plan.

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## SUBDIVISION

SUB2014-00060  
Rocky Branch Farm  
(May 2014 Plan) – 8400  
Forge Road

**Townes Site Engineering, P.C. for Carter Oak, LLC:**  
The 10.41-acre site proposed for a subdivision of **28 25**  
single-family dwellings is located along the eastern line of  
Eden Street, at the northern and southern terminus of  
Forge Road, and at the western terminus of Jewett Drive,  
on parcel 775-755-4649. The zoning is R-3, One-Family  
Residential District. County water and sewer. **(Brookland)**  
**28 25 Lots**

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475  
476  
477

Mr. Witte - Is there any opposition to SUB2014-00060, Rocky Branch  
Farm (May 2014 Plan)? Good morning, Mr. Garrison.

478  
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480  
481

Mr. Garrison - Good morning. The revised plan in your addendum shows a  
new layout for 28 lots instead of 25. This revised layout came in response to citizen  
opposition to the connection of Forge Road.

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This layout was presented at a community meeting on Wednesday, May 21st, at Maude  
Trevett Elementary School and was generally well received. However, Traffic was  
unable to recommend approval because the Forge Road cul-de-sac was not shown as a  
50-foot radius and the existing right of way on Eden Street was not labeled. This  
information was received this morning and will be annotated on this plan that you have  
before you and made part of this approval. Therefore, this plan now meets the technical  
requirements for staff to recommend conditional approval subject to the annotations on  
the plans, the standard conditions for subdivisions served by public utilities, and the  
added conditions #13 and #14. I'd like to remind you that you will need to waive the time  
limits.

493  
494

Staff and representatives are available to answer any questions that you may have.

495  
496  
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498

Mr. Witte - Any questions by the Commission? Well, hearing none and  
having no opposition, I move we waive the time limits for SUB2014-00060, Rocky  
Branch Farm (May 2014 Plan).

499  
500

Mr. Branin - Second.

501 Mr. Witte - Motion by Mr. Witte, second by Mr. Branin. All in favor say  
502 aye. All opposed say no. The ayes have it; the motion passes.

503  
504 Now I move approval of SUB2014-00060, Rocky Branch Farm (May 2014 Plan), as  
505 presented, subject to the annotations on the plan, standard conditions for subdivisions  
506 served by public utilities, and additional conditions #13 and #14 as shown on the  
507 agenda.

508  
509 Mrs. Jones - Second.

510  
511 Mr. Witte - Motion by Mr. Witte, second by Mrs. Jones. All in favor say  
512 aye. All opposed say no. The ayes have it; the motion passes. Thank you.

513  
514 The Planning Commission granted conditional approval to SUB2014-00060, Rocky  
515 Branch Farm (May 2014 Plan), subject to the standard conditions attached to these  
516 minutes for subdivisions served by public utilities, the annotations on the plans, and the  
517 following additional conditions:

- 518  
519 13. The limits and elevation of the **Special Flood Hazard Area** shall be  
520 conspicuously noted on the plat and construction plans and labeled "**Limits of**  
521 **Special Flood Hazard Area.**" Dedicate the **Special Flood Hazard Area** as a  
522 "Variable Width Drainage & Utilities Easement."  
523 14. Each lot shall contain at least 11,000 square feet, exclusive of the floodplain  
524 areas.

525  
526 **SUBDIVISION**  
527

528 529 530 531 532 533 534	SUB2014-00058 Welwood (May 2014 Plan) – 12324 Kain Road	528 529 530 531 532 533 534 535 536 537 538 539	<b>Sekiv Solutions for Welwood I, LLC:</b> The 16.9-acre site proposed for a subdivision of 23 single-family dwellings is located at the northwest corner of the intersection of Kain Road and N. Gayton Road, on parcels 736-769-7088, 736- 769-4930, and 737-769-0243. The zoning is R-2AC, One- Family Residential District (Conditional). County water and sewer. <b>(Three Chopt) 23 Lots</b>
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528  
529 Mr. Kennedy - There is a revised plan in your packet. The plan has been  
530 revised by the applicant to address Public Works' concerns regarding ultimate right of  
531 way on Kain Road. The other issue was the provision of Road A, which was conditioned  
532 by the Planning Commission and Board of Supervisors to provide for the construction of  
533 that road with the subdivision. They have now agreed to construct it.

534  
535 Mr. Witte - Excuse me. Do we have any opposition to this case?  
536 Continue. My apologies.

537  
538 Mr. Kennedy - Road A, which is next to the wetlands, there were concerns  
539 about future impacts and the ability to construct it if it in the future if it was bonded. It's an

540 actually a requirement of the subdivision ordinance. The subdivision ordinance requires  
541 blocks to be no more 1,320 feet in length. Otherwise, it would need a special exception  
542 approved by the Planning Commission. So they now agree to dedicate the required right-  
543 of-way to supply that road at this time.

544  
545 There are two ways they could do it. They could get the direct impacts from the DEQ or  
546 they would take Lots 7 through 10 and reduce their width to the minimum required width  
547 so that there's adequate right-of-way to provide the road. So the developer has now  
548 agreed to construction of Road A with the subdivision. They also have an understanding  
549 with Public Works for retaining walls along the road, the entrance road, and along Road  
550 A. It would be concrete-poured-in-place retaining walls, so they wouldn't have tiebacks  
551 into the right-of-way. And also they agreed to maintain it.

552  
553 With that staff can recommend approval.

554  
555 Mr. Witte - Any questions for Mr. Kennedy?

556  
557 Mr. Branin - None for Mr. Kennedy, but I would like to talk to the applicant,  
558 please.

559  
560 Mr. Witte - Is the applicant in the room?

561  
562 Mr. Kennedy - He's not here.

563  
564 Mr. Branin - All right. Well then we'll defer this until he can show up to one  
565 of the meetings. I had some questions because this is a lot of impact on wetlands. My  
566 concerns were that the drainage issues will be taken care of. We have Bentley that will  
567 be draining into this subdivision. We went through, at zoning, concerns over Ms. Cole's  
568 well, which we addressed, but I wanted to bring that up again. But since the applicant  
569 doesn't feel it necessary to show up to a meeting, I don't feel it necessary to approve it.  
570 So, I'd like to move that SUB2014-00058, Welwood (May 2014 Plan) be deferred to June  
571 25, 2014.

572  
573 Mr. Archer - Second.

574  
575 Mr. Witte - Motion by Mr. Branin, second by Mr. Archer. All in favor say  
576 aye. All opposed say no. The ayes have it; the motion passes.

577  
578 At the request of the Commission, the Planning Commission deferred SUB2014-00058,  
579 Welwood, to its June 25, 2014 meeting.

580  
581 **[SUB2014-00058, Welwood. The applicant appeared late, so the case was**  
582 **reconsidered at the end of meeting. See page 32 for reconsideration of this case.]**

583  
584  
585



36  
587

**PLAN OF DEVELOPMENT**

POD2014-00148  
Bon Secours Short Pump  
at Broad Hill Centre –  
12400 W. Broad Street  
(U.S. Route 250)

**Timmons Group for Attack WB Investors, LLC and Bon Secours Health System:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a four-story, 106,700 square-foot medical office building, and a three-story, 72,900 square-foot medical office building. The 18.9-acre site is located on the north line of W. Broad Street (U.S. Route 250, approximately 3,000 feet west of N. Gayton Road, on part of parcels 730-765-7288, 730-766-7511, 730-766-8896, 731-766-6469, and 731-766-8659. The zoning is O-3C, Office District (Conditional), R-6C, General Residential District (Conditional), and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

588

589 Mr. Witte - Is there any opposition to POD2014-00148, Bon Secours  
590 Short Pump at Broad Hill Centre? Seeing none, Mr. Pambid.

591

592 Mr. Pambid - Good morning. This plan proposes two separate medical  
593 office buildings on one parcel. Medical Pavilion 1 is a four-story, 106,700-square-foot  
594 building fronting on West Broad Street and will contain an emergency department  
595 including separate entrances for ambulance patient drop-off and general public  
596 emergency patient drop-offs.

597

598 Medical Pavilion 2 is a three-story, 72,900-square-foot building fronting on the private  
599 main loop road. The difference here is Medical Pavilion 1 is along Broad Street and  
600 Medical Pavilion 2 is along this private loop road.

601

602 In your addendum, there are two revised plans. One shows that the proposed metes and  
603 bounds for the overall Broad Hill Centre development and another that shows the metes  
604 and bounds for the Bon Secours parcel itself.

605

606 Site amenities include 900 parking spaces; a roundabout; a proffered linear park along  
607 the south and east lines of the loop road containing a crushed granite path four feet in  
608 width and 1,220 feet in length; and BMP with amphitheater-style natural terraces for  
609 seating. Also included is a linear pedestrian walkway containing two rows of trees and a  
610 water feature. That is here. This walkway will connect the two medical pavilions. The  
611 parking areas will also contain trees and diamond planters in between parking lot  
612 landscape islands. The site’s interior is fully accessible by sidewalk.

613

614 The elevations feature buildings that are modern in appearance with broad elevations  
615 containing a combination of glass, silver metal panels, perforated metal mesh, and light  
616 orange brick. These materials are in general conformance with the proffers of rezoning  
617 case C-18C-12.

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Here is a conceptual rendering of Medical Pavilion 1. This is the front. I guess this is the southwest elevation along Broad Street. This is the northeast corner of the building. And this is, again, Medical Pavilion 1.

Staff met with Timmons and Bon Secours' representatives before the meeting this morning. They have agreed to address the delivery truck and the ambulance circulation issues by allowing these authorized vehicles to use the drive aisle along the south side of the building. The surface is to be hard paving, and appropriate signage is to be installed to that effect. This will be annotated on the plan and made part of the approval.

Staff recommends approval of this plan of development subject to the annotations on the plans, and standard conditions for developments of this type, and conditions #29 through #34. This concludes my presentation. I can now field any questions you have regarding this. We actually have several representatives on the development side. Engineer Chris Sibold with Timmons Group and Cabell Ackerly with Bon Secours are also here. We also have Sara Sibley and Keith Van Inwegen with Higgins and Gerstenmaier.

Mr. Witte - Do we have any questions for Mr. Pambid? Thank you, sir.

Mr. Archer - I have one question. Can you elaborate a little on the revision of the staff phasing plan?

Mr. Pambid - The revision of the staff phasing plan—the main revision is here, if you see this chart along the right-hand side; what we needed to see were metes and bounds because there was some question as to the location of the property line. On previous iterations of this plan, the property line was actually shown along the south line of the loop road here, but it really needed to be shown along the center line. So you see a lot of these property lines, as shown here. This little right-of-way dedication is what was expedited this morning, so that has also been shown on this plan.

Mr. Archer - Okay.

Mr. Pambid - So basically what we needed to do was to clarify the configuration of the parcels, especially for Bon Secours. The center line has also been annotated on your other sheets. That's what you have in your packet, and that's what this revised plan was intended to illustrate.

Mr. Archer - Okay, thank you for the clarification.

Mr. Pambid - You're welcome.

Mr. Kaechele - I had a question about the use of the facilities. Will one or both of these buildings be for outpatient care only?

663 Mr. Pambid - I would have to ask Cabell to answer that question, if you  
664 could come up, sir. The primary use for the building, especially for Medical Pavilion 1—  
665 while he's coming up to the podium. On this layout here, you will see a freestanding  
666 emergency department and an imaging suite. And the other three floors are for offices,  
667 but I'll have Cabell elaborate.

668  
669 Mr. Ackerly - Good morning.

670  
671 Mr. Witte - State your name please.

672  
673 Mr. Ackerly - Cabell Ackerly, Bon Secours. These facilities will be for  
674 outpatient use only.

675  
676 Mr. Kaechele - Both of them. Okay. Thank you.

677  
678 Mr. Ackerly - You're welcome.

679  
680 Mr. Branin - I have no further questions for staff or the applicant. Anyone  
681 else?

682  
683 Mr. Witte - Any other questions?

684  
685 Mr. Branin - Okay. Mr. Pambid, I appreciate all of your dedication and  
686 work to this project. It's a heck of an undertaking. And to Bon Secours and the  
687 development group, you guys came in with the vision during zoning and said it would be  
688 spectacular, and it would be state of the art, and it would be quality. And I want to  
689 commend you because that's what you have brought in. We look forward to having this  
690 in the County, in the Three Chopt District.

691  
692 Mr. Chairman, I would like to—do I have to waive time limits?

693  
694 Mr. Pambid - No, sir.

695  
696 Mr. Branin - Okay. I'd like to move that POD2014-00148, Bon Secours  
697 Short Pump at Broad Hill Centre, be approved with the annotations on the plans, the  
698 following conditions #29 through #34, and the annotation to the driveway that was put in  
699 today.

700  
701 Mrs. Jones - Second.

702  
703 Mr. Witte - We have a motion by Mr. Branin, a second by Mrs. Jones. All  
704 in favor say aye. All opposed say no. The ayes have it; the motion passes.

705  
706 The Planning Commission approved POD2014-00148, Bon Secours Short Pump at  
707 Broad Hill Centre, subject to the annotations on the plans, the standard conditions

708 attached to these minutes for developments of this type, and the following additional  
709 conditions:

710

711 29. Outside storage shall not be permitted.

712 30. In order to maintain the effectiveness of the County's public safety radio  
713 communications system within buildings, the owner will install radio equipment  
714 that will allow for adequate radio coverage within the building, unless waived by  
715 the Director of Planning. Compliance with the County's emergency  
716 communication system shall be certified to the County by a communications  
717 consultant within ninety (90) days of obtaining a certificate of occupancy. The  
718 County will be permitted to perform communications testing in the building at  
719 anytime.

720 31. The proffers approved as a part of zoning case C-18C-12 shall be incorporated in  
721 this approval.

722 32. A construction staging plan which includes details for traffic control, fire protection,  
723 stockpile locations, construction fencing and hours of construction shall be  
724 submitted for County review and prior to the approval of any final construction  
725 plans.

726 33. Evidence of a joint ingress/egress and maintenance agreement must be  
727 submitted to the Department of Planning and approved prior to issuance of a  
728 certificate of occupancy for this development.

729 34. The location of all existing and proposed utility and mechanical equipment  
730 (including HVAC units, electric meters, junction and accessory boxes,  
731 transformers, and generators) shall be identified on the landscape plans. All  
732 equipment shall be screened by such measures as determined appropriate by the  
733 Director of Planning or the Planning Commission at the time of plan approval.

734

### 735 **SITE LIGHTING PLAN**

736

POD2014-00084  
Sonic Drive-In at 5805 W.  
Broad Street – 5805 W.  
Broad Street (U.S. Route  
250)

**Bowman Consulting Group, Ltd. for EMN, LLC:**  
Request for approval of a lighting plan, as required by  
Chapter 24, Section 24-106 of the Henrico County Code.  
The 0.65-acre site is located on the south line of W. Broad  
Street (U.S. Route 250), approximately 120 feet west of its  
intersection with Libbie Avenue, on parcel 771-740-2505.  
The zoning is B-3, Business District. County water and  
sewer. **(Brookland)**

737

738 Mr. Witte - Is there any opposition to POD2014-00084, Sonic Drive-In at  
739 5805 W. Broad Street? I see none. Mr. Garrison.

740

741 Mr. Garrison - Good morning. This is a lighting plan for the Sonic Drive-In  
742 which was formerly Bill's Barbecue. Staff has received information that addresses details  
743 on the safety and security measures outlined in police comments.

744

45 The applicant has stated that the shield around the canopy light was not modeled, and  
746 therefore, the light levels along a portion of the rear property line exceeds our standards.  
747 However, the bottom of the proposed canopy is nine feet, eight inches, and the existing  
748 masonry wall is six and a half feet. I'll bring your attention to this detail here. This is  
749 roughly a three-foot gap between the top of the wall and the bottom of the canopy.

750  
751 Additionally, a landscape plan is currently under review, and large evergreen plant  
752 material is proposed between the existing masonry wall and the canopy, which will  
753 essentially close that gap. Therefore, staff is comfortable recommending approval of this  
754 lighting plan with the existing masonry wall, proposed evergreen landscaping between  
755 the wall and the canopy, and added Condition #5 which states prior to issuance of a final  
756 certificate of occupancy, staff shall have an opportunity to evaluate the light levels along  
757 the southwest property line. If the light levels are deemed excessive, the applicant shall  
758 make corrective measures to mitigate the glare from the adjacent property.

759  
760 With this, staff can recommend approval subject to the annotations on the plan, standard  
761 conditions for lighting plans, and added Condition #5.

762  
763 Mr. Witte - Do we have any questions? Yes, ma'am?

764  
765 Mrs. Jones - As you were talking about the review and the fact that after  
766 the landscape plan is in you think that this will probably solve the problem. Being so  
767 close to residential, I guess my question is let's say that the vegetation does not, in fact,  
768 solve the problem. What are the other measures that could happen to solve the light  
769 spread?

770  
771 Mr. Garrison - This is the residential area here. The light levels drop to  
772 below our standard. The only area that the light levels exceed our standards is in this  
773 office-zoned portion, which is here. It's quite a distance. But that's what this Condition #5  
774 is for. I'll go out there and look at the lights prior to a final certificate of occupancy. And if  
775 they are excessive, then they'll have to take measures, and maybe modify the shield.  
776 The engineer was telling me that the shield wasn't modeled around the light. And I think  
777 in reality it's not going to be as excessive as it appears on paper. So just as a safety net,  
778 that's why we added this condition.

779  
780 Mrs. Jones - I think it's right to add the condition to make sure this is—it  
781 just seems that if there's a high potential for a problem it would be so easy to do  
782 something at initial construction that I just thought that might be a better option. But  
783 anyhow, that works for me. Thank you.

784  
785 Mr. Witte - Mrs. Jones, we had discussed this several times. The  
786 location of the light and the shield could be turned to direct light away from that location if  
787 it is a problem. The other option was to raise the wall line. And they're aware that we are  
788 concerned about those options. Is that correct?

789  
790 Mr. Garrison - Yes, sir.

791  
792 Mr. Witte - Okay. Thank you, Mrs. Jones. Any other questions? Well, I  
793 move for approval of lighting plan POD2014-00084, Sonic Drive-In at 5805 W. Broad  
794 Street, as presented, subject to the annotations on the plans, the standard conditions  
795 applicable to the lighting plan, and additional Condition #5 as on the agenda.

796  
797 Mr. Branin - Second.

798  
799 Mr. Witte - Motion by Mr. Witte, second by Mr. Branin. All in favor say  
800 aye. All opposed say no. The ayes have it; the motion passes.

801  
802 The Planning Commission approved the lighting plan for POD2014-00084, Sonic Drive-  
803 In at 5805 W. Broad Street, subject to the annotations on the plan, standard conditions  
804 attached for lighting plans, and the following additional condition:

805  
806 5. Prior to issuance of a final certificate of occupancy, staff shall have an opportunity  
807 to evaluate the light levels along the southwest property line. If the light levels are  
808 deemed excessive, the applicant shall make corrective measures to mitigate any  
809 glare on the adjacent property.

810  
811 **PLAN OF DEVELOPMENT**

812  
POD2014-00136 **E.D. Lewis and Associates, P.C. for Virginia Home for**  
Richmond Mini – W. Broad **Boys and Girls and Crown RIB, LLC:** Request for  
Street (U.S. Route 250) approval of a plan of development, as required by Chapter  
(POD-02-03 Rev.) 24, Section 24-106 of the Henrico County Code, to  
construct a one-story, 13,419 square-foot car dealership  
and service center with accessory parking. The 3.33-acre  
site is located on the north line of W. Broad Street (U.S.  
Route 250), approximately 610 feet west of the  
intersection of W. Broad Street (U.S. Route 250) and N.  
Skipwith Road, on parcel 760-755-2884 and part of parcel  
760-757-5611. The zoning is B-3C, Business District  
(Conditional). County water and sewer. **(Brookland)**

813  
814 Mr. Witte - Is there any opposition to POD2014-00136, Richmond Mini? I  
815 see none. Ms. Goggin?

816  
817 Ms. Goggin - Good morning. The applicant proposes a new car dealership  
818 for Mini Cooper cars on an existing car sales lot and play field for Virginia Home for Boys  
819 and Girls. You can see the existing car sales lot and where it's going to go.

820  
821 The site was recently rezoned on February 18, 2014, and the layout is consistent with  
822 the proffered plan. At the time of the preparation date of this agenda, the applicant was  
823 proposing aluminum louvers over some of the front and side windows, which are not  
824 consistent with the proffered elevations. So these right here are the metal louvers that

25 were proposed. As of yesterday morning, the applicant has submitted revised elevations  
826 removing the aluminum louvers, and the revised architectural are in your handout  
827 addendum. Because the architectural revisions were submitted yesterday, the  
828 Commission will need to make a motion to waive the time limits for the elevations.  
829 Waiving the time limits will need to be a separate motion from the Commission's actions  
830 on the POD.

831  
832 Staff can now recommend approval of the site layout in your agenda and the revised  
833 architectural elevations in your handout addendum subject to the standard conditions for  
834 developments of this type, the annotations on the plan, and conditions #29 through #33  
835 in the agenda.

836  
837 Monte Lewis, the site's engineer, and Jim Theobald, the owner's representative, are here  
838 should you have any questions for them. And I would be happy to answer any questions  
839 you may have of me.

840  
841 Mr. Witte - Do we have any questions for Ms. Goggin? Okay, thank you.  
842 I would like to have the applicant come down please.

843  
844 Mr. Lewis - Good morning. My name is Monte Lewis with E.D. Lewis and  
845 Associates.

846  
47 Mr. Witte - Ms. Goggin has answered the question that I had the most  
848 concern about with the louvers. They were only on the front of the building, is that  
849 correct?

850  
851 Mr. Lewis - I believe they've removed all the louvers. The architect is  
852 coming here from Atlanta. If you have any questions specific to the building, he would be  
853 the best one to answer that.

854  
855 Mr. Witte - I just want to make sure there are no louvers.

856  
857 Mr. Yelos San Martin - [Off microphone.] There aren't.

858  
859 Mr. Lewis - No louvers.

860  
861 Mr. Witte - No louvers. Okay. You have answered my question. Thank  
862 you, sir. Any other questions? I move we waive the time limits for the elevations.

863  
864 Mrs. Jones - Second.

865  
866 Mr. Witte - Motion by Mr. Witte, second by Mrs. Jones. All in favor say  
867 aye. All opposed say no. The ayes have it; the motion passes.

868  
869 Mr. Witte - Does anybody have any questions for Ms. Goggin? Okay. I  
870 move approval of POD2014-00136, Richmond Mini, as presented, subject to the





903 Mr. Wilhite - Thank you, sir. There is a revised plan that was already  
904 included in your packet. Staff has completed its review. It does address staff's main  
905 concerns on the site. First of all, they have agreed to extend the drive aisle and stub it to  
906 the undeveloped portion of Towne Center West here at the southeast corner of the  
907 parcel. In addition, staff had requested pedestrian connections throughout the site. There  
908 is a sidewalk that stubs on the Car Pool site at the very southern—southwest portion of  
909 the site. This will continue along and actually connect to Towne Center West Boulevard  
910 on the northern portion of the parcel. They're also extending the existing sidewalk behind  
911 the KanPai Steak House from the west, and this will also connect in. So we will have a  
912 full pedestrian network through this development.

913  
914 We can recommend approval of the revised plan in your packet. On page three of your  
915 addendum, there is a revised recommendation for approval. There is also one added  
916 condition, #37, that deals with notification to the adjacent owner of Car Pool prior to  
917 beginning utility work on the site. There is a section of the sanitary storm sewer pipe that  
918 has to be replaced in the drive aisle in this location. It will require work on the Car Pool  
919 site. It is in an existing public easement. We have put a condition on requesting that the  
920 applicant notifies the adjacent property owner prior to starting construction.

921  
922 With that staff can recommend approval of the revised plan with added Condition # 37.

923  
924 Mr. Witte - Any questions for Mr. Wilhite?

925  
926 Mr. Branin - I have none. I would like to hear from the applicant, though.

927  
928 Mr. Witte - Will the applicant please come down?

929  
930 Mr. Stanley - I'm Jimmy Stanley with Short Pump Medical Center LLC.

931  
932 Mr. Branin - Good morning, Mr. Stanley. How are you?

933  
934 Mr. Stanley - Doing quite well, thank you.

935  
936 Mr. Branin - Thank you for adding Condition #37. Good neighbors are  
937 always good to notify when you're going to affect someone's storm water. Do you know if  
938 when you go into construction and you do that work is it going to affect the operation of  
939 Car Pool at all?

940  
941 Mr. Stanley - I don't know. I know one of the individuals who runs Car Pool  
942 or Car Wash, the company, and I have planned to meet with him next week to discuss  
943 coordinating everything with him. But it shouldn't. I don't anticipate any major problems.  
944 My biggest concern, frankly, has to do with dust and dust mitigation, basically keeping  
945 that down. Because I can imagine right after you have your car cleaned and all of a  
946 sudden if there's a lot of dust being created during construction it might create some  
947 problems. Our intention is to have a water truck out there dealing with that.

948

949 Mr. Branin - Mr. Stanley, I hadn't even considered that one, so you may  
950 have just put yourself in a heck of a box.  
951  
952 Mr. Stanley - My site contractor that we've talking to has been talking about  
953 that and having a water truck out there to mitigate that.  
954  
955 Mr. Branin - Okay. Again, thank you for putting in Condition #37. You may  
956 be able to phase or time your work with that storm water as in night work to mitigate the  
957 issue of affecting their business. So if you would get that worked out, I would truly  
958 appreciate that.  
959  
960 Mr. Stanley - I can take care of that.  
961  
962 Mr. Branin - I have no further questions for Mr. Stanley.  
963  
964 Mr. Williams - [Off microphone] I was going to clarify.  
965  
966 Mr. Branin - You have to come forward, state your name for the record,  
967 please, sir.  
968  
969 Mr. Williams - I'm Mark Williams with Willmark Engineering. The site slopes  
970 towards the Kanpai, so we are going to have to put some storm sewer in and there's a  
971 sanitary sewer in the way, so we have to replace the sanitary sewer. That's the only  
972 thing that we're going to affect of the Car Pool. So it can be done—the sanitary sewer  
973 can be constructed up to the last point, and then we will have some coordination that we  
974 have to have. But we'll plug the sanitary for the Car Pool and it won't—the duration of  
975 time will be minimal. So we'll make sure we coordinate that.  
976  
977 Mr. Branin - Wouldn't Car Pool's wastewater from their washing go into  
978 sanitary sewer?  
979  
980 Mr. Williams - Yes, but it's going to have to be done at time when they're not  
981 using their facility. So there will definitely be some coordination. It will have to be an  
982 evening thing or a night process, so we'll have to coordinate with them.  
983  
984 Mr. Branin - Okay. Thank you. I have no further questions.  
985  
986 Mr. Witte - Are there any other questions? How would you like to  
987 proceed, sir?  
988  
989 Mr. Branin - Mr. Wilhite, I don't have to waive time limits, right?  
990  
991 Mr. Wilhite - No, sir.  
992  
993 Mr. Branin - Okay. Then, Mr. Chairman, I would like move for approval of  
994 POD2014-00143, Short Pump Medical and Office Center at Towne Center West, with

995 standard conditions for a development of this type, and the following additional  
996 conditions #29 through #37.

997  
998 Mrs. Jones - Second.  
999

1000 Mr. Witte - Motion by Mr. Branin, second by Mrs. Jones. All in favor say  
1001 aye. All opposed say no. The ayes have it; the motion passes.

1002  
1003 The Planning Commission approved POD2014-00143, Short Pump Medical and Office  
1004 Center at Towne Center West, subject to the annotations on the plans, the standard  
1005 conditions attached to these minutes for developments of this type, and the following  
1006 additional conditions:

- 1007  
1008 29. Outside storage shall not be permitted.  
1009 30. Evidence that an engineer has certified the height of the building shall be provided  
1010 to the Director of Planning prior to the issuance of a Certificate of Occupancy.  
1011 31. The proffers approved as a part of zoning cases C-49C-04, C-43C-05, C-44C-06,  
1012 C-27-09, REZ2014-00011, REZ2014-00012, and PUP2014-00012 shall be  
1013 incorporated in this approval.  
1014 32. Evidence of a joint ingress/egress and maintenance agreement must be  
1015 submitted to the Department of Planning and approved prior to issuance of a  
1016 certificate of occupancy for this development.  
1017 33. The location of all existing and proposed utility and mechanical equipment  
1018 (including HVAC units, electric meters, junction and accessory boxes,  
1019 transformers, and generators) shall be identified on the landscape plans. All  
1020 equipment shall be screened by such measures as determined appropriate by the  
1021 Director of Planning or the Planning Commission at the time of plan approval.  
1022 34. Prior to issuance of a building permit, the developer must furnish a letter from  
1023 Dominion Virginia Power stating that this proposed development does not conflict  
1024 with their facilities.  
1025 35. The ground area covered by all the buildings shall not exceed in the aggregate 25  
1026 percent of the total site area.  
1027 36. No merchandise shall be displayed or stored outside of the building(s) or on  
1028 sidewalk(s).  
1029 37. **ADDED** – The developer shall provide written notification to the adjacent property  
1030 owner prior to beginning utility work on parcel 735-763-6585.  
1031  
1032  
1033  
1034  
1035  
1036  
1037  
1038  
1039  
1040  
1041

1042 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

1043

POD2014-00145  
Panda Express at Staples  
Mill Marketplace – 9100  
Staples Mill Road (U.S.  
Route 33)

**CSD, PLLC for Staples Mill Marketplace, LLC and Panda Express, Inc.:** Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct one-story, 2,293 square-foot restaurant with outdoor patio seating and drive-through facilities. The 0.89-acre site is located on an outparcel in an existing shopping center on the west line of Staples Mill Road (U.S. Route 33), approximately 700 feet south of its intersection with Hungary Spring Road, on part of parcel 767-757-8360. The zoning is B-2C, Business District. County water and sewer. **(Brookland)**

1044

1045 Mr. Witte - Is there any opposition to POD2014-00145, Panda Express  
1046 at Staples Mill Marketplace? I see none. Ms. Goggin.

1047

1048 Ms. Goggin - The applicant proposes a fast-food restaurant with drive-  
1049 through facilities and convenience seating on an outparcel at a brand new but existing  
1050 shopping center. The plan just handed out to you provides 200 feet of car-stacking space  
1051 as required for the drive-through by Public Works, Traffic Division. Though the Traffic  
1052 Division was recommending approval, the applicant redesigned the site to accommodate  
1053 the stacking requirement to ensure that traffic would not back up into the shopping  
1054 center's main drive aisle.

1055

1056 Planning staff has requested that the applicant relocate their convenience seating from a  
1057 landscape island in the parking lot to the side of the building that was parking before the  
1058 site was redesigned. So here is the old plan. But as you can tell on the new plan, it's not  
1059 scanned in. I annotated where the tables are and drew an arrow to where parking  
1060 spaces were. It's a nice grassed area beside the loading spaces—or the stacking  
1061 spaces.

1062

1063 Staff can recommend approval subject of revised plan and the architectural elevations in  
1064 the agenda, subject to the standard conditions of developments of this type, the  
1065 annotations on the plan, and conditions #11B and #29 through #36 in the agenda.

1066

1067 Will Pudwill, the site's engineer, is here to answer any questions you may have of him.  
1068 And I'm happy to answer any questions you may have of me. The plan was submitted on  
1069 Friday, so we do not need to have any time limit waivers made.

1070

1071 Mr. Witte - Do we have any questions for Ms. Goggin. I have one.

1072

1073 Ms. Goggin - Yes, sir.

1074

1075 Mr. Witte - Now that they're moving the outdoor tables, will that add  
1076 additional handicap parking spaces?

1077  
1078 Ms. Goggin - It could be handicap parking, one handicap parking space  
1079 and a landscape island, or it could be a really big landscape island. Mr. Pudwill can  
1080 come up here to speak to that, if you would like.

1081  
1082 Mr. Witte - Thank you.

1083  
1084 Mr. Pudwill - Good morning. I'm Will Pudwill with Commercial Site Design.  
1085 Yes, that could be another handicap spot.

1086  
1087 Mr. Witte - I would like to see that as a handicap spot, and it has nothing  
1088 to do with my age. Okay. So that's not an issue to make that an additional handicap spot.

1089  
1090 Mr. Pudwill - No, sir.

1091  
1092 Mr. Witte - Thank you. I have no other questions. Any questions for  
1093 staff? Okay. Well, moving forward. I move that we waive the time limits for POD2014-  
1094 00145, Panda Express at Staples Mill Marketplace.

1095  
1096 Mr. Archer - Second.

1097  
1098 Mr. Witte - Motion by Mr. Witte, second by Mr. Archer. All in favor say  
1099 aye. All opposed say no. The ayes have it; the motion passes.

1100  
1101 We have no other questions for Ms. Goggin. I will move approval of POD2014-00145,  
1102 Panda Express at Staples Mill Marketplace for the plan of development and lighting plan  
1103 as presented, subject to the annotations on the plans, the standard conditions for  
1104 developments of this type, additional conditions #11B through #36 as shown on the  
1105 agenda.

1106  
1107 Mrs. Jones - Second.

1108  
1109 Mr. Witte - Motion by Mr. Witte, second by Mrs. Jones. All in favor say  
1110 aye. All opposed say no. The ayes have it; the motion passes.

1111  
1112 The Planning Commission approved POD2014-00145, Panda Express at Staples Mill  
1113 Marketplace, subject to the annotations on the plans, the standard conditions attached to  
1114 these minutes for developments of this type, and the following additional conditions:

1115  
1116 11B. Prior to the approval of an electrical permit application and installation of the site  
1117 lighting equipment, a plan including light spread and intensity diagrams, and  
1118 fixture specifications and mounting heights details shall be revised as annotated  
1119 on the staff plan and included with the construction plans for final signature.

- 1120 29. The proffers approved as a part of zoning case C-03C-09 shall be incorporated in  
 1121 this approval.
- 1122 30. The developer shall install an adequate restaurant ventilating and exhaust system  
 1123 to minimize smoke, odors, and grease vapors. The plans and specifications shall  
 1124 be included with the building permit application for review and approval. If, in the  
 1125 opinion of the County, the type system provided is not effective, the Commission  
 1126 retains the rights to review and direct the type of system to be used.
- 1127 31. Evidence of a joint ingress/egress and maintenance agreement must be  
 1128 submitted to the Department of Planning and approved prior to issuance of a  
 1129 certificate of occupancy for this development.
- 1130 32. The location of all existing and proposed utility and mechanical equipment  
 1131 (including HVAC units, electric meters, junctions and accessory boxes,  
 1132 transformers, and generators) shall be identified on the landscape plan. All  
 1133 building mounted equipment shall be painted to match the building, and all  
 1134 equipment shall be screened by such measures as determined appropriate by the  
 1135 Director of Planning or the Planning Commission at the time of plan approval.
- 1136 33. In the event of any traffic backup which blocks the public right-of-way as a result  
 1137 of congestion caused by the drive-up facilities, the owner/occupant shall close the  
 1138 drive-up facilities until a solution can be designed to prevent traffic backup.
- 1139 34. Only retail business establishments permitted in a B-2C zone may be located in this  
 1140 center.
- 1141 35. The ground area covered by all the buildings shall not exceed in the aggregate 25  
 1142 percent of the total site area.
- 1143 36. No merchandise shall be displayed or stored outside of the building(s) or on  
 1144 sidewalk(s).

1145  
 1146 **PLAN OF DEVELOPMENT**  
 1147

POD2014-00146  
 Baughan Truck Center –  
 2742 Charles City Road

**Engineering Design Associates for Baughan Truck Repair, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 20,000 square-foot building containing 4,000 ~~2,765~~ square-feet of office, and 16,000 ~~47,235~~ square-feet of truck repair/service area. The 10.7-acre site is located on the north line of Charles City Road, approximately 600 feet east of S. Laburnum Avenue, on parcel 817-709-6124. The zoning is M-1, Light Industrial District, and ASO, Airport Safety Overlay District. County water and sewer.  
**(Varina)**

- 1148  
 1149 Mr. Witte - Do we have any opposition to POD2014-00146, Baughan  
 1150 Truck Center? I see none.  
 1151  
 1152 Mr. Ward - Good morning members of the Planning Commission,  
 1153 Mr. Secretary. There is an addendum on page four which revises the office space to

34 4,000 square-feet and the seven-bay warehouse to 16,000 square-feet. There is a  
1155 revised plan here that shows the vinyl-coated chain link fence enclosing the back of the  
1156 parking lot here. Also the schematic landscape plan was provided for informational  
1157 purposes and to show how the area could be screened for the outdoor storage. They  
1158 were using Leyland Cypresses and some Nellie Stevens Hollies as evergreen trees.  
1159 Additionally, staff has asked them for additional landscaping.

1160  
1161 Staff is also recommending preserving the tree line here along the southern property  
1162 line, which the applicant is in agreement to if they can get the sanitary sewer to work.  
1163

1164 Going into the building elevations, staff's noted that the front office building, which is up  
1165 here, is an insulated panel that basically is texturized to look like EIFS. The metal panels  
1166 above and all other building elevations will be the sandstone metal siding.  
1167

1168 Should the Commission act on this, staff recommends approval subject to the  
1169 annotations on the plan, the standard conditions for developments of this type, and the  
1170 following conditions #29 through #35 on page 31 in the agenda. I'm happy to answer any  
1171 questions you have of me. And Randy Hooker is also here should you have questions of  
1172 him.  
1173

1174 Mr. Witte - Do we have any questions?  
1175

76 Mr. Archer - I don't have any sir. I'm handling this for Mr. Leabough. So if  
1177 any of the other Commissioners have questions, feel free.  
1178

1179 Mr. Witte - I hear none, sir.  
1180

1181 Mr. Archer - All right. Mr. Secretary did indicate 2,765 square-feet. It  
1182 should be 4,000 and the remaining would be 16,000, which makes it 20,000. I would  
1183 include that in my motion to recommend approval of POD2014-000146, Baughan Truck  
1184 Center, subject to the annotations on the plan, standard conditions for developments of  
1185 this type, the item that I just mentioned, and the additional conditions #29 through #34.  
1186

1187 Mrs. Jones - Second.  
1188

1189 Mr. Ward - Thirty-five.  
1190

1191 Mrs. Jones - Thirty-five.  
1192

1193 Mr. Archer - I'm sorry. It does say 35.  
1194

1195 Mrs. Jones - Second.  
1196

1197 Mr. Witte - Motion by Mr. Archer, second by Mrs. Jones. All in favor say  
1198 aye. All opposed say no. The ayes have it; the motion passes.  
1199

1200 The Planning Commission approved POD2014-000146, Baughan Truck Center, subject  
1201 to the annotations on the plans, the standard conditions attached to these minutes for  
1202 developments of this type, and the following additional conditions:

1203

- 1204 29. All repair work shall be conducted entirely within the enclosed building.  
1205 30. Outside storage shall not be permitted except as shown on the approved plan.  
1206 31. The certification of building permits, occupancy permits and change of occupancy  
1207 permits for individual units shall be based on the number of parking spaces  
1208 required for the proposed uses and the amount of parking available according to  
1209 approved plans.  
1210 32. Evidence of a joint ingress/egress and maintenance agreement must be  
1211 submitted to the Department of Planning and approved prior to issuance of a  
1212 certificate of occupancy for this development.  
1213 33. The location of all existing and proposed utility and mechanical equipment  
1214 (including HVAC units, electric meters, junction and accessory boxes,  
1215 transformers, and generators) shall be identified on the landscape plans. All  
1216 equipment shall be screened by such measures as determined appropriate by the  
1217 Director of Planning or the Planning Commission at the time of plan approval.  
1218 34. The conceptual master plan, as submitted with this application, is for planning and  
1219 information purposes only. All subsequent detailed plans of development and  
1220 construction needed to implement this conceptual plan may be administratively  
1221 reviewed and approved and shall be subject to all regulations in effect at the time  
1222 such subsequent plans are submitted for review/ approval.  
1223 35. Alternative landscaping locations shall be provided as necessary to satisfy  
1224 peripheral parking lot landscaping requirements and to screen the outside storage  
1225 area.

1226

1227 Mr. Emerson - Mr. Chairman, we now move on to the consideration of  
1228 approval of the minutes from your April 23, 2014 meeting. You do have an errata sheet  
1229 containing corrections staff received prior to the meeting. And certainly we'll consider any  
1230 corrections that you may have today as well.

1231

1232 Mr. Branin - I don't have any, but there is something I do want to bring up.

1233

1234 Mr. Witte - Would you like to handle that before this?

1235

1236 Mr. Branin - I think so.

1237

1238 Mr. Witte - Okay.

1239

1240 Mr. Branin - I deferred a case, and I'm comfortable with it being deferred  
1241 out. I was just informed by staff that the applicant showed up an hour late. If you guys  
1242 would want to hear it so it doesn't move on, I'm okay with that. If you want to let it ride on  
1243 the deferral, I'm good with that as well.

1244

1245 Mrs. Jones - I'll defer to you.



16  
1247 Mr. Witte - Your choice, sir.  
1248  
1249 Mr. Kaechele - Go ahead.  
1250  
1251 Mr. Branin - Go ahead and hear it? Mr. Kaechele said he would like me to  
1252 go ahead and hear it. Sorry to impose on staff, but if you could prepare for that case.  
1253  
1254 Mr. Emerson - If you want to, before we take action on the minutes, let's go  
1255 back to that case. That could be page 15 of your agenda. This would be reconsideration  
1256 of SUB2014-00058, Sekiv Solutions for Welwood I, LLC.  
1257

1258 **SUBDIVISION**

1259  
SUB2014-00058 **Sekiv Solutions for Welwood I, LLC:** The 16.9-acre site  
Welwood proposed for a subdivision of 23 single-family dwellings is  
(May 2014 Plan) – 12324 located at the northwest corner of the intersection of Kain  
Kain Road Road and N. Gayton Road, on parcels 736-769-7088, 736-  
769-4930, and 737-769-0243. The zoning is R-2AC, One-  
Family Residential District (Conditional). County water and  
sewer. **(Three Chopt) 23 Lots**

1260  
51 Mr. Witte - Do we have any opposition to SUB2014-00058, Welwood?  
1262 Mr. Kennedy.

1263  
1264 Mr. Kennedy - Staff had requested revised plans to address adequate right-  
1265 of-way on Kain Road and also had expressed concerns about the construction of Road A  
1266 and the timing of that. The conditions of the proffers require that that be settled at the  
1267 time of POD approval—or subdivision approval, that is. They submitted a revised plan.  
1268 They've agreed now to construct Road A at the same time as the subdivision.  
1269

1270 Staff had expressed concerns of wetlands impacts that will be necessary in the future.  
1271 They wanted to make sure that those were addressed at this time not later because it  
1272 may prevent construction in the future. As indicated earlier, the road is actually required  
1273 by code, by subdivision code. The code requires blocks to be no more 1,320 feet in  
1274 length. This will break that distance.  
1275

1276 The applicant has indicated that Lots 7 through 10 will either be reduced in width to the  
1277 minimum width required by code, which is 85 feet, or the grading easements will be  
1278 provided to construct the road as shown. So the original plan in your packet shows Road  
1279 A as being constructed by others. They now removed that designation. Now it shows it  
1280 will be constructed by the applicant.  
1281

1282 The plan has also been revised to address Public Works' concerns about adequate right-  
1283 of-way along Kain Road. In addition to that, there is a strip that separates the adjoining  
1284 property here from—the common area from the adjoining property. They have now

1285 agreed to provide a private access easement for ingress/egress to the adjoining property  
1286 area so that they would have access to the road and not necessarily pull out onto—have  
1287 to pull out onto Kain Road, which is a major thoroughfare road.

1288

1289 With that we can recommend approval. The engineer is here who represents the  
1290 applicant to answer any of your questions.

1291

1292 Mr. Witte - Are there any questions for—

1293

1294 Mr. Branin - None for Mr. Kennedy.

1295

1296 Mr. Witte - Excuse me, sir. Are you here for this case?

1297

1298 Male - [Off microphone.] No, sir.

1299

1300 Mr. Witte - Okay. Thank you. How would you like to proceed?

1301

1302 Mr. Branin - I'd like to hear from the applicant.

1303

1304 Mr. Thompson - Members of the Commission, my name is Chris Thompson.  
1305 I'm with Sekiv Solutions. I'm here representing the applicant. I apologize for being late. I  
1306 apologize to you guys and to staff also.

1307

1308 We have reviewed the conditions in the case, and we're in agreement with all the  
1309 conditions. I'd be happy to answer any questions you may have.

1310

1311 Mr. Branin - You are aware of Ms. Cole's well.

1312

1313 Mr. Thompson - Yes, sir. I believe we located two wells over on her property.  
1314 There will be provisions made during the construction plans to take care of those wells  
1315 and to make sure nothing is damaged during construction.

1316

1317 Mr. Branin - Okay. You are aware of no construction traffic through  
1318 Bentley?

1319

1320 Mr. Thompson - Yes, sir. Construction traffic will come off of Kain Road.

1321

1322 Mr. Branin - All right. You also are very aware of the wetlands that feed  
1323 from Bentley into your property?

1324

1325 Mr. Thompson - Yes, yes. We are aware of those. We delineated and  
1326 confirmed those wetlands with the Corps of Engineers. We've been through the  
1327 permitting process and acquired a permit for any anticipated wetlands associated with  
1328 the development as we have it designed now.

1329

30 Mr. Branin - All right. And you are comfortable with putting up the  
1331 additional wall.  
1332  
1333 Mr. Thompson - Yes, sir.  
1334  
1335 Mr. Branin - Mr. Kennedy, if you'd come back up. Mr. Engineer, please  
1336 don't go anywhere. Mr. Kennedy, to my recollection, we had some issues with people  
1337 being very concerned about the wetlands when this was going through zoning. And  
1338 additional measures that we can take to make sure that these wetlands are delineated  
1339 properly are?  
1340  
1341 Mr. Kennedy - Public Works will make sure that they are identified clearly.  
1342 There will be construction fencing provided around the wetlands instead of just regular  
1343 tape. We'll make sure that orange construction fencing is there to make sure there are  
1344 no additional impacts other than those proposed by the plan.  
1345  
1346 Mr. Branin - Okay. Do we have to put any additional condition on to make  
1347 sure?  
1348  
1349 Mr. Emerson - I don't think so.  
1350  
1351 Mr. Branin - If you remember, the wetlands became an issue. People from  
52 Bentley, and Mrs. Cole and Ms. Hamilton as well, were all very concerned about the  
1353 wetlands, so I want to make sure that our tardy engineer is fully aware of the issues and  
1354 that they're addressed at time of construction.  
1355  
1356 Mr. Emerson - Absolutely. Your comments will be reflected in the minutes.  
1357 We'll make a note to the file. I don't know that you'd need an additional condition. Public  
1358 Works is very diligent in making sure the wetlands are not impacted. So I believe you're  
1359 covered. We will touch base, and Mr. Kennedy will touch base with Public Works on that.  
1360  
1361 Mr. Branin - This has also gone through before all the new regs were  
1362 coming through.  
1363  
1364 Mr. Emerson - Correct.  
1365  
1366 Mr. Branin - To my fellow commissioners, the County needs to be aware  
1367 that DEQ and DCR are in a state of flux right now. They're not even sure what their own  
1368 regs are saying. I speak of this because I'm on their board. And I keep asking for  
1369 clarification and I can't get clarification.  
1370  
1371 Every County is getting tighter. I'm not sure what we're getting tighter on because we're  
1372 not sure what is going to be pushed and what's not. I just want to make sure because  
1373 this is an area that is being developed on Kain Road that everything is covered A to Z.  
74 Okay?  
1375

1376 Mr. Witte - I have one question about the prohibition of traffic through  
1377 certain areas. Will there be signs posted?  
1378  
1379 Mr. Thompson - Yes sir. We'll have signs posted along—I guess the best  
1380 place would probably be—we'll have signs posted on Kain Road. And then we can work  
1381 with Bentley, Section 1, to make sure we have signs posted there. We'll put it in the  
1382 narrative on the plan so the contractor is aware.  
1383  
1384 Mr. Branin - I believe there is supposed to be a barrier provided until—  
1385  
1386 Mr. Emerson - I believe that's correct.  
1387  
1388 Mr. Branin - A barrier provided until at least 50 percent of the development  
1389 has been completed.  
1390  
1391 Mr. Thompson - Yes. And we'll have all of that documented on the  
1392 construction plans when they go through the process.  
1393  
1394 Mr. Witte - Thank you.  
1395  
1396 Mr. Branin - Contractors don't believe in following signs—barriers.  
1397  
1398 Mr. Witte - Subcontractors are worse.  
1399  
1400 Mr. Branin - Those are the ones I'm referring to.  
1401  
1402 Mr. Emerson - I believe that is a proffered condition, Mr. Branin.  
1403  
1404 Mr. Branin - Yes, I believe it is. All right. Mr. Chairman, I'd like to move—  
1405  
1406 Mr. Archer - Mr. Branin, before you move, I just have a question. Since we  
1407 officially moved to defer this, do we need a motion to withdraw the deferral before we  
1408 move on?  
1409  
1410 Mr. Emerson - I think you may want a motion to reconsider. That might be  
1411 the way to phrase it, Mr. Archer. You could make that all in one motion, I move to  
1412 reconsider, and move then to approve, and tie it into one. Then it would be clean in the  
1413 minutes, I think.  
1414  
1415 Mr. Archer - That's what I was wanting to come up with.  
1416  
1417 Mr. Branin - I wish I had the years and wisdom that you have, Mr. Archer.  
1418 You amaze me. All right. Then I would like to move for consideration of—  
1419  
1420 Mr. Emerson - Reconsideration.  
1421

22 Mr. Branin - —reconsideration of SUB2014-00058, Welwood with  
1423 standard conditions of subdivisions served by public utilities, the following additional  
1424 conditions #13 through #21.

1425

1426 Mrs. Jones - And is your motion for approval?

1427

1428 Mr. Branin - For approval.

1429

1430 Mr. Emerson - Reconsideration and approval.

1431

1432 Mr. Branin - Reconsideration and approval.

1433

1434 Mrs. Jones - Second.

1435

1436 Mr. Witte - Motion by Mr. Branin, second by Mrs. Jones. All in favor say  
1437 aye. All opposed say no. The ayes have it; the motion passes.

1438

1439 The Planning Commission granted conditional approval to SUB2014-00058, Welwood  
1440 (May 2014 Plan), subject to the standard conditions attached to these minutes for  
1441 subdivisions served by public utilities, the annotations on the plans, and the following  
1442 additional conditions:

1443

44 13. At least sixty days prior to recordation of the plat, a draft of the covenants and  
1445 deed restrictions for the maintenance of the common area shall be submitted to  
1446 the Department of Planning for review. Such covenants and restrictions shall be in  
1447 form and substance, satisfactory to the County Attorney and shall be recorded  
1448 prior to recordation of the subdivision plat.

1449 14. The details for the landscaping to be provided within the 25-foot wide planting  
1450 strip easement along the north side of Kain Road, and within the 15-foot wide  
1451 planting strip easement surrounding tax parcel number 737-769-8821, shall be  
1452 submitted to the Department of Planning for review and approval prior to  
1453 recordation of the plat.

1454 15. The proffers approved as part of zoning case REZ2013-00012 shall be  
1455 incorporated in this approval.

1456 16. A construction plan for Road "A" shall be submitted for review and approval prior  
1457 to requesting final approval.

1458 17. A bond for the construction of Road "A" shall be posted prior to recordation of the  
1459 plat.

1460 18. A construction plan for off-site utilities shall be submitted for review and approval  
1461 prior to requesting final approval.

1462 19. Any necessary offsite utility easements shall be obtained prior to approval of the  
1463 construction plan by the Department of Public Utilities.

1464 20. Any necessary offsite sight distance easements shall be obtained prior to  
1465 approval of the construction plan by the Department of Public Works.

1466 21. Any necessary right of way and easements for the construction of Road "A" shall  
1467 be dedicated on the record plat.

1468  
1469  
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Mr. Emerson - Mr. Chairman, now we move back to the approval of the minutes or the consideration for approval of your minutes from your April 23, 2014 meeting. You do have the errata sheet containing corrections provided prior to the meeting. Again, any other corrections that the Commission may have noted in the interim I will certainly take those into consideration and make those changes.

APPROVAL OF MINUTES: April 23, 2014

Mr. Witte - Do we have any additional corrections to the minutes?

Mrs. Jones - If not, I move approval of the minutes as corrected.

Mr. Archer - I second.

Mr. Witte - Motion by Mrs. Jones, second by Mr. Archer. All in favor say aye. All opposed say no. The ayes have it; the motion passes.

The Planning Commission approved the April 23, 2014 minutes as corrected.

Mr. Emerson - Mr. Chairman, I have no further business for the Commission this morning.

Mr. Witte - Do any of the commissioners have anything?


Mr. Archer - Hearing none, Mr. Chairman, I move for dismissal.

Mrs. Jones - Second.

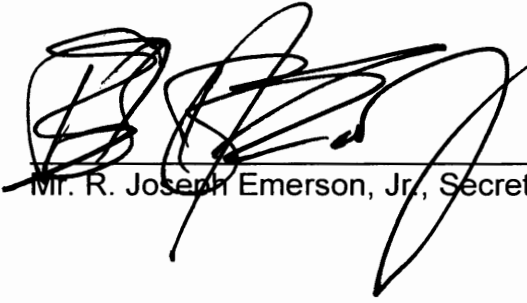
Mr. Witte - Adjourned.

Mr. Branin - And I'd like to commend Mr. Witte on his first shot at chairman. Doing a great job.

Mr. Witte - Thank you. Staff, thank you. Commission, thank you.

  
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Mr. Robert H. Witte Jr., Acting Chairman

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Mr. R. Joseph Emerson, Jr., Secretary





## PLANS OF DEVELOPMENT

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

1. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water and sewer. **(when the property is served by public utilities)**
- 1A. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water. The well location shall be approved by the County Health Department before a building permit is issued. Connection shall be made to the public water system when available within 300 feet of the site/building. **(when not served by public water)**
- 1B. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public sewer. The septic tank location shall be approved by the County Health Department before a building permit is issued. Connection shall be made to the public sewer when available within 300 feet of the site/building. **(when not served by public sewer)**
2. The Director of the Department of Public Utilities shall approve the plan of development for construction of public water and sewer, prior to beginning any construction of these utilities. The Department of Public Utilities shall be notified at least **48** hours prior to the start of any County water or sewer construction.
3. The parking lot shall be subject to the requirements of Chapter 24, Section 24-98 of the Henrico County Code.
4. The parking spaces shall be marked on the pavement surface with four-inch-wide traffic painted lines. All lane lines and parking lines shall be white in color with the exception that those dividing traffic shall yellow.
5. Sufficient, effectively usable parking shall be provided. If experience indicates the need, additional parking shall be provided.
6. Curb and gutter and necessary storm sewer shall be constructed as shown on approved plans.
7. The plan of development plan shall be revised as annotated on the staff plan dated **April June 25, 2014**, which shall be as much a part of this approval as if details were fully described herein. Eight (8) sets of revised plans, including the detailed drainage, erosion control and utility plans, shall be submitted by the design engineer who prepared the plans to the Department of Planning for final review. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final plans for signature shall be submitted to the Department of Planning for approval signatures. Two (2) sets of the approved plan shall be attached to the building permit application. **(Revised January 2008)**
8. Two copies of an Erosion and Sediment Control Agreement with required escrow shall be submitted to the Department of Public Works. Approval is required prior to construction plan approval and beginning construction. The Department of Public Works shall be notified at least 24 hours prior to the start of any construction.
9. A detailed landscaping plan shall be submitted to the Department of Planning for review and approval prior to the issuance of any occupancy permits.

9. **AMENDED** - A detailed landscaping plan shall be submitted to the Department of Planning for review and Planning Commission approval prior to the issuance of any occupancy permits.
10. All groundcover and landscaping shall be properly maintained in a healthy condition at all times. Dead plant materials shall be removed within a reasonable time and replaced no later than the next planting season.
11. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting height details shall be submitted for Department of Planning review and approval.
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 **(Revised July 2007)**.
21. Vehicles shall be parked only in approved and constructed parking spaces.
22. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
23. The site, including paving, pavement markings, signage, curb and gutter, dumpster screens, walls, fences, lighting and other site improvements shall be properly maintained in good condition at all times. Any necessary repairs shall be made in a timely manner.
24. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
25. Insurance Services Office (ISO) calculations shall be included on the final construction plans for approval by the Department of Public Utilities prior to issuance of a building permit.
26. Any necessary off-site drainage and/or water and sewer easements must be obtained in a form acceptable to the County Attorney prior to final approval of the construction plans.
27. The easements for drainage and utilities as shown on approved plans shall be granted to the County in a form acceptable to the County Attorney prior to any occupancy permits being issued. The easement plats and any other required information shall be submitted to the County Real Property Agent at least sixty (60) days prior to requesting occupancy permits.
28. Deviations from County standards for pavement, curb or curb and gutter design shall be approved by the County Engineer prior to final approval of the construction plans by the Department of Public Works.
29. **(Start of miscellaneous conditions)**

## STANDARD CONDITIONS FOR LANDSCAPE /LIGHTING/FENCE PLANS

1. The plan shall be revised as shown in red on Staff plan dated **June 25, 2014**, which shall be as much a part of this approval as if all details were fully described herein. **Five (5)** sets of **prints** of the revised plan shall be submitted to the Department of Planning for approval stamps and distribution.
2. The property shall be developed as shown on the plan filed with the case and no changes or additions to the layout shall be made without the approval of this Commission.
3. The owner shall have a set of approved plans available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
4. All groundcover and landscaping shall be properly maintained in a healthy condition at all times. Dead plant materials shall be removed within a reasonable time and replaced during the normal planting season. **(DELETE IF NO LANDSCAPING)**
5. All exterior lighting shall be shielded to direct lights away from adjacent residential property and streets. **(DELETE IF NO LIGHTING)**
6. All fences, walls, and screens, including gates and doors, shall be maintained in good repair by the owner. Trash and debris should not be allowed to accumulate along the fence or wall. **(DELETE IF NO FENCE, WALL, OR DUMPSTER SCREEN)**

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

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

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

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

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

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

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

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

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

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

**G. STANDARD CONDITIONS FOR CONVENIENCE STORES WITH FUEL PUMPS IN A**

**B-2 ZONE**

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

**H. STANDARD CONDITIONS FOR CONVENIENCE STORES WITH FUEL PUMPS  
IN A**

**B-3 ZONE**

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

## SUBDIVISION - CONDITIONAL APPROVAL

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

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water. **(Substitute condition 5A if well)**
- 5A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer. **(Substitute condition 6A if on site sewage disposal/septic)**
- 6A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **June 25, 2014**, 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 24, 2015**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
11. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting a number of requirements including but not limited to minimum zoning requirements, Health Department requirements as applicable, and design considerations.
12. Prior to a request for final approval, the developer shall provide a buildable area plan showing information for all lots within the subdivision. Such plan shall be a part of the construction plans submitted for review and for signature. The buildable area plan shall be a minimum of 1" to 50' scale or larger and shall show the buildable area for the principal structure, all setback dimensions, the minimum lot width (perpendicular to the center line of the lot at the front building line), and if applicable, any Special Flood Hazard Areas (floodplains) and the area of each lot exclusive of floodplain, wetlands, easements, buffers, Chesapeake Bay Act Areas, wells and primary/reserved drainfields.

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

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage and erosion control plans have been approved by the Department of Planning, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, fifteen (15) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
7. The plat shall be revised as shown in red on Staff plan dated **June 25, 2014**, 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 24, 2015**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
9. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
10. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting a number of requirements including but not limited to minimum zoning requirements, Health Department requirements and design considerations.

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

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

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **June 25, 2014**, 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 24, 2015**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
11. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting all requirements, including but not limited to, minimum zoning requirements, and design considerations.

12. A draft of the Declaration of Covenants, Conditions and Restrictions shall be submitted to the Department of Planning for review, prior to final approval. The proposed Homeowners Association for the project shall be responsible for the exterior maintenance of all buildings and grounds.
13. All block corners shall be monumented and referenced, where possible, to the exterior boundaries of the site
14. The record plat shall contain a statement that the common area is dedicated to the common use and enjoyment of the homeowners of **(name of subdivision)** and is not dedicated for use by the general public. This statement shall refer to the applicable article in the covenants recorded with the plat.

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

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **June 25, 2014**, 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 24, 2015**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change may be implemented.
11. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting all requirements, including but not limited to, minimum zoning requirements, and design considerations.

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

## SUBDIVISION - CONDITIONAL APPROVAL

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

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **June 25, 2014**, 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 24, 2015**, 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.