

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, November 20, 2013.
4

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

Others Present: Mr. David D. O'Kelly, Assistant Director of Planning
Ms. Leslie A. News, PLA, Principal Planner
Mr. Kevin D. Wilhite, C.P.C., AICP, County Planner
Mr. Michael F. Kennedy, County Planner
Ms. Rosemary D. Deemer, AICP, County Planner
Ms. Christina L. Goggin, AICP, County Planner
Mr. Tony Greulich, C.P.C., County Planner
Mr. Matt Ward, County Planner
Mr. Gregory Garrison, County Planner
Mr. Lee Pambid, C.P.C., County Planner
Ms. Aimee B. Crady, AICP, County Planner
Ms. Sharon Smidler, Traffic Engineering
Mr. Eric Dykstra, Office Assistant/Recoding Secretary

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6 **Mr. Richard W. Glover, the Board of Supervisors' representative, abstains on all**
7 **cases unless otherwise noted.**

8
9 Mrs. Jones - I'd like to call to order the Subdivisions and Plans of
10 Development meeting of Henrico County for November. We welcome all of you who are
11 here today with us. As we get started, please mute or turn off your cell phones as a
12 courtesy to others so they do not interrupt our proceedings. And while we do that, please
13 stand and Pledge Allegiance to the flag.
14

15 Thank you very much. I do see all of our Commissioners are with us this morning, so we
16 do have a quorum and can conduct business. I'd like to welcome as well Mr. Glover, the
17 supervisor from the Brookland District who is sitting with the Planning Commission this
18 year. We're happy to have you with us.
19

20 We do have a large crowd with us today. I think it would be nice at this time, since I'm
21 welcoming everyone, to extend a special welcome to the students we have with us.
22 These are students who are observing our session this morning. They are involved in

23 urban studies. I believe all of you attend VCU? As I call your name, I'd like you to say
24 hello.

25
26 Is Ray Roakes with us? All right. How about Natalie Moles? Anna Weaver? Kayla
27 Tilman? Okay. And Ashley Hoverman? I hope I did that okay. I felt like I was calling roll
28 call in class. Welcome, and happy to have you with us. Thank you for your interest in this
29 very important part of the community in which we live.

30
31 Mr. Glover - Madam Chairman, I think we'll get to see some real havoc
32 today.

33
34 Mrs. Jones - I'm not sure that's so; I hope not.

35
36 Mr. Glover - That's why we have all these lawyers out here.

37
38 Mrs. Jones - Oh gosh. Thank you for coming.

39
40 All right. With that I would like to turn the meeting over to the secretary of our
41 Commission, Mr. Emerson.

42
43 Mr. Emerson - Thank you, Madam Chair. First on your agenda this morning
44 are the requests for deferrals and withdrawals. Those will be presented by Ms. Leslie
45 News.

46
47 Mrs. Jones - Good morning, Ms. News.

48
49 Ms. News - Good morning, Madam Chair, members of the Commission.
50 We have four items on your list of deferrals this morning. The first item is on page nine of
51 your agenda and is located in the Three Chopt District. This is POD-94-87, 109-89, and
52 118-89, Westpark Shopping Center, Phases 1 and 2, transfer of approval. The applicant
53 has requested a deferral to the December 11, 2013 meeting.

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69 (Deferred from the September 25, 2013 Meeting)

70 **TRANSFER OF APPROVAL**

71

POD-94-87, 109-89, and
POD-118-89
POD2011-00196;
POD2011-00197;
POD2011-00194;
POD2011-00259
Phases I and II - Westpark
Shopping Center – 9645
and 9669 W. Broad Street
(U.S. Route 250)

Thalhimer for Westdale Westpark I, II, LP: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from SLN Broad Street Associates, LP, S.L. Nusbaum Realty Company, and NP/I&G Westpark, LLC to Westdale Westpark, I, II, LP. Phase I is a 18.36-acre site located at the southwest corner of Pemberton Road (State Route 157) and W. Broad Street (U.S. Route 250), on part of parcels 753-758-7318, 753-758-8965 and 754-758-2409. Phase II is a 3.57-acre site located approximately 240 feet south of W. Broad Street (U.S. Route 250) on the west line of Stillman Parkway, on part of parcel 753-758-7318. The zoning is B-2C Business District (Conditional). County water and sewer. **(Three Chopt)**

72

73 Mrs. Jones - Is there anyone this morning in opposition to the deferral of
74 transfer of approval POD-94-87, 109-89, and POD-118-89 (POD2011-00196; POD2011-
75 00197; POD2011-00194; POD2011-00259), Phases I and II - Westpark Shopping
76 Center? No opposition.

77

78 Mr. Branin - Is the applicant in the room, by chance? Or a representative?
79 Boy, these are tough guys to deal with. Madam Chair, I'd like to move for deferral of
80 transfer of approval POD-94-87, 109-89, and POD-118-89 (POD2011-00196; POD2011-
81 00197; POD2011-00194; POD2011-00259), Phases I and II - Westpark Shopping
82 Center, to the December 11th meeting, per the applicant's request.

83

84 Mr. Archer - Second.

85

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

88

89 At the request of the applicant, the Planning Commission deferred transfer of approval
90 POD-94-87, 109-89, and POD-118-89 (POD2011-00196; POD2011-00197; POD2011-
91 00194; POD2011-00259), Phases I and II - Westpark Shopping Center, to its December
92 11, 2013 meeting.

93

94 Ms. News - On page 11 of your agenda and located in the Brookland
95 District is SUB2013-00131, Dumbarton (September 2013 Plan) for four lots. The
96 applicant has requested a deferral to the January 22, 2014 meeting

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101 (Deferred from the October 23, 2013 Meeting)
102 **SUBDIVISION - DOUBLE FRONTAGE EXCEPTION**
103

SUB2013-00131 **Balzer and Associates, Inc. for Village Bank:** The 3.07-acre site proposed for a subdivision of 4 single-family homes is located on the north line of Greenway Avenue, and the south line of Irisdale Avenue, approximately 195 feet east of Greendale Road, on parcels 775-745-9842, 776-745-1246, 775-745-8761, 775-745-9463, 776-745-0165, and 776-745-0968. The zoning is R-4, One-Family Residential District. County water and sewer. **(Brookland) 4 Lots**

104
105 Mrs. Jones - Is there opposition to the deferral of SUB2013-00131,
106 Dumbarton (September 2013 Plan)? No opposition.
107

108 Mr. Witte - Madam Chair, I move deferral of case SUB2013-00131,
109 Dumbarton (September 2013 Plan), by request of the applicant to the January 22, 2014
110 meeting.
111

112 Mr. Leabough - Second.
113

114 Mrs. Jones - Motion by Mr. Witte, second by Mr. Leabough. All in favor say
115 aye. All opposed say no. The ayes have it; the motion passes.
116

117 At the request of the applicant, the Planning Commission deferred SUB2013-00131,
118 Dumbarton (September 2013 Plan), to its January 22, 2014 meeting.
119

120 Ms. News - On page 23 of your agenda and located in the Varina District
121 is POD2013-00279, Enviroscope Incorporated Office and Service Building. This is a plan
122 of development. The applicant has requested a deferral to the December 11, 2013
123 meeting.
124

125 (Deferred from the October 23, 2013 Meeting)
126 **PLAN OF DEVELOPMENT**
127

POD2013-00279 **Draper Aden Associates for Attack ME Tech Park Partners, LLC and Enviroscope, Inc.:** 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, 10,000-square foot-office warehouse facility. The 4.07-acre site is located along the west line of Techpark Place, approximately 1,590 feet south of Technology Boulevard, on part of parcel 844-704-9230. The zoning is M-2C, General Industrial District (Conditional). County water and sewer. **(Varina)**

128
129 Mrs. Jones - Is there opposition to the deferral of POD2013-00279,
130 Enviroscope Inc., Office and Service Building? No opposition.

131
132 Mr. Leabough - Madam Chair, I move that we defer POD2013-00279,
133 Enviroscope Inc., Office and Service Building, to the December 11, 2013 meeting, per
134 the applicant's request.

135
136 Mr. Witte - Second.

137
138 Mrs. Jones - Motion by Mr. Leabough, second by Mr. Witte. All in favor say
139 aye. All opposed say no. The ayes have it; the motion passes.

140
141 At the request of the applicant, the Planning Commission deferred POD2013-00279,
142 Enviroscope Inc., Office and Service Building, to its December 11, 2013 meeting.

143
144 Ms. News - The final item is on page 26 of your agenda and located in
145 the Three Chopt District. This is SUB2013-00163, Liesfeld Farm at Bacova, Section 1,
146 Landscape Plan. The applicant has requested a deferral to the December 11, 2013
147 meeting.

148
149 **LANDSCAPE PLAN**

150
SUB2013-00163 **Youngblood, Tyler and Associates, P.C. for Lawrence
Liesfeld Farm at Bacova, H. Liesfeld, Charles P. Liesfeld, Jr., and Robert M.
Section 1 - 12130 Bacova Liesfeld trustees:** Request for approval of a landscape
Drive plan, as required by Chapter 24, Section 24-106 of the
Henrico County Code. The 31.36-acre site is located on
the north and west lines of Bacova Drive, approximately
750 feet west of Pouncey Tract Road (State Route 271),
on parcel 738-765-2372. The zoning is R-3C, One-Family
Residential District (Conditional), and WBSO, West Broad
Street Overlay District. County water and sewer. **(Three
Chopt)**

151
152 Mrs. Jones - Is there opposition to the deferral of SUB2013-00163,
153 Liesfeld Farm at Bacova, Section 1, the landscape plan? There is no opposition.

154
155 Mr. Branin - Madam Chair, I'd like to move that SUB2013-00163, Liesfeld
156 Farm at Bacova, Section 1 - Landscape Plan, be deferred to the December 11th meeting
157 per the applicant's request.

158
159 Mr. Archer - Second.

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

163
164 At the request of the applicant, the Planning Commission deferred SUB2013-00163,
165 Liesfeld Farm at Bacova, Section 1 - Landscape Plan, to its December 11, 2013
166 meeting.

167
168 Ms. News - Staff is not aware of any further deferrals.

169
170 Mr. Emerson - Madam Chair, that now takes us to the expedited agenda,
171 which there are no items expedited this morning. Then we move Subdivision Extensions
172 of Conditional Approval. There are also none of those this morning. So we now move to
173 page three of your regular agenda and page one of your amended agenda for POD-30-
174 76 and 31-92.

175
176 **TRANSFER OF APPROVAL**

177
POD-30-76 and 31-92 **Sean Hufford for Spirit Master Funding III, LLC:**
POD2013-00177 and Request for transfer of approval as required by Chapter
POD2013-00184 24, Section 24-106 of the Henrico County Code from Mr.
Hooters Restaurant James E. Cornett, III/Cornett-Kinchloe, Inc. to Spirit Master
(Formerly Ponderosa Funding III, LLC. The 1.45-acre site is located on the north
Steakhouse)- 7912 W. line of W. Broad Street (U.S. Route 250), approximately
Broad Street (U.S. Route 750 feet west of its intersection with Hungary Spring Road,
250) on parcel 764-752-4724. The zoning is B-3, Business
District. County water and sewer. **(Brookland)**

178
179 Mrs. Jones - Good morning, Mr. Pambid. Is anyone with us this morning in
180 opposition to the transfer of approval for POD-30-76 and 31-92 (POD2013-00177 and
181 POD2013-00184), Hooters Restaurant? No opposition.

182
183 Mr. Pambid - Good morning, members of the Planning Commission.
184
185 The new owner accepts and agrees to be responsible for continued compliance with the
186 conditions of the original approval. An inspection report dated June 28, 2013, stated
187 various deficiencies which included missing, dead, or unmaintained landscaping; fading
188 and leaning traffic control signs; an unkempt dumpster corral; and leaning and rusted
189 bollards. In your addendum, please note that the applicants have addressed the one
190 remaining deficiency by planting a Pin Oak in the necessary location. And as such, all
191 deficiencies have now been addressed.

192
193 Staff can recommend approval of the transfer request. This concludes my presentation,
194 and I can now field any questions you may have regarding this.

195
196 Mrs. Jones - Are there questions for Mr. Pambid?

197
198 Mr. Witte - Mr. Pambid, when did they plant that tree?
199

200 Mr. Pambid - They planted that tree a week and a half ago. I'm sorry; a
201 week ago.
202
203 Mr. Witte - Maybe I missed it. Where exactly was it?
204
205 Mr. Pambid - If you're on Broad Street—actually, you know, I have the
206 aerial right here. It's this landscape island right here. So this is Broad Street. And you
207 have the restaurant here. So as you turn off of Broad Street, the tree is going to be right
208 here.
209
210 Mr. Witte - I did miss it. Thank you.
211
212 Mr. Pambid - Okay.
213
214 Mrs. Jones - I have one quick question. You mentioned that the tree was
215 replaced. The traffic control signs, the dumpster corral, the bollards—all of those are
216 resolved as well?
217
218 Mr. Pambid - Yes, ma'am.
219
220 Mrs. Jones - Okay. Very good. Mr. Witte?
221
222 Mr. Witte - There is no opposition?
223
224 Mrs. Jones - No, there is not.
225
226 Mr. Witte - Madam Chair, I move for approval of transfer of approval
227 POD-30-76 and 31-92 (POD2013-00177 and POD2013-00184), Hooters Restaurant,
228 7912 West Broad Street, as presented, subject to the previously approved conditions
229 and annotations on the plans.
230
231 Mr. Leabough - Second.
232
233 Mrs. Jones - And the notation on the addendum.
234
235 Mr. Witte - And the notation, thank you very much.
236
237 Mrs. Jones - All right. I have a motion by Mr. Witte, second by
238 Mr. Leabough. All in favor say aye. All opposed say no. The ayes have it; the motion
239 passes.
240
241 The Planning Commission approved the transfer of approval request for POD-30-76 and
242 31-92 (POD2013-00177 and POD2013-00184), Hooters Restaurant, from Mr. James E.
243 Cornett, III/Cornett-Kinchloe, Inc. to Spirit Master Funding III, LLC, subject to the
244 standard and added conditions previously approved and the notation on the addendum.

246 **TRANSFER OF APPROVAL**

247

POD-25-84
POD2013-00299
Wendy's Restaurant -
5212 Brook Road (U.S.
Route 1)

Gina M. Guzman for Broadstone WI East, LLC: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Mildred C. Featherstone and Wendy's International to Broadstone WI East, LLC. The 0.84-acre site is located on the west line of Brook Road (U.S. Route 1), approximately 350 feet north of Dumbarton Road, on parcel 785-744-6553. The zoning is B-3, Business District. County water and sewer. **(Fairfield)**

248

249 Mrs. Jones - Is there anyone in opposition to the transfer of approval for
250 POD-25-84 (POD2013-00299), Wendy's Restaurant on Brook Road? There is no
251 opposition.

252

253 Mr. Pambid - The new owner accepts and agrees to be responsible for
254 continued compliance with the conditions of the original approval. An inspection report
255 dated September 17, 2013, stated various deficiencies which included missing
256 landscaping; an unscreened dumpster; faded parking lot and drive aisle striping; and
257 damaged asphalt. In your addendum, please note that since the packet was distributed
258 last week, the applicants have addressed the remaining deficiencies by completely
259 milling, repaving, and restriping the parking lot and removing the dumpster from the site.
260 All deficiencies have now been addressed, and staff can recommend approval of the
261 transfer request.

262

263 This concludes my presentation, and I can now field any questions you have regarding
264 this.

265

266 Mrs. Jones - Questions for Mr. Pambid? All right.

267

268 Mr. Archer - Madam Chair, there being no opposition, I move for approval
269 of transfer of approval for POD-25-84 (POD2013-00299), Wendy's Restaurant, subject to
270 the staff report.

271

272 Mr. Branin - Second.

273

274 Mr. Archer - I'm sorry; there was an addendum item.

275

276 Mrs. Jones - With the revised report on the addendum, right. Motion by
277 Mr. Archer, second by Mr. Branin. All in favor say aye. All opposed say no. The ayes
278 have it; the motion passes.

279

280 The Planning Commission approved the transfer of approval request for POD-25-84
281 (POD2013-00299), Wendy's Restaurant, from Mildred C. Featherstone and Wendy's

282 International to Broadstone WI East, LLC, subject to the standard and added conditions
283 previously approved, and the revised report on the addendum.

284 **TRANSFER OF APPROVAL**
285
286

POD-151-85 **Abdul Gillahi for SEG Investments, LLC:** Request for
POD2013-00204 transfer of approval as required by Chapter 24, Section 24-
Quick 'N' Easy (Formerly 106 of the Henrico County Code from David R. Bogese
Breez-in Convenience and Iqbal K. & Femida I. Virani to SEG Investments, LLC.
Center) - 10003 Three The 0.55-acre site is located on the southwest corner of
Chopt Road the intersection of Three Chopt Road and Pemberton
 Road (State Route 157), on parcel 750-753-8350. The
 zoning is B-1, Business District. County water and sewer.
 (Tuckahoe)

287
288 Mrs. Jones - Good morning, Mr. Garrison.

289
290 Mr. Garrison Good morning.

291
292 Mrs. Jones - Is there anyone here in opposition to the transfer of approval
293 for POD-151-85 (POD2013-00204), Quick 'N' Easy (Formerly Breez-in Convenience
294 Center)? I do need to make a statement for the record that I will be abstaining from
295 voting as well as discussing this case due to a representational conflict. With that, Mr.
296 Garrison, it's yours.

297
298 Mr. Garrison Staff made an on-site inspection and found that the missing
299 landscaping identified in the June 30, 2013 inspection report has been replaced. The
300 new owner accepts and agrees to be responsible for continued compliance with the
301 conditions of the original approval. Therefore, staff can recommend approval of this
302 transfer request.

303
304 Mrs. Jones - Questions for Mr. Garrison?

305
306 Mr. Archer - All right, Madam Chair, with that I will move for approval of
307 transfer of approval of POD-151-85 (POD2013-00204), Quick 'N' Easy (Formerly Breez-
308 in Convenience Center), subject to the staff report.

309
310 Mr. Branin - Second.

311
312 Mrs. Jones - Motion by Mr. Archer, seconded by Mr. Branin All in favor say
313 aye. All opposed say no. The ayes have it; the motion passes. I abstain.

314
315 The vote was as follows:

316
317 Mrs. Jones - Abstain
318 Mr. Leabough - Yes

319 Mr. Archer - Yes
320 Mr. Branin - Yes
321 Mr. Witte - Yes

322
323 The Planning Commission approved the transfer of approval request for POD-151-85
324 (POD2013-00204), Quick 'N' Easy (Formerly Breez-in Convenience Center), from David
325 R. Bogese and Iqbal K. & Femida I. Virani to SEG Investments, LLC, subject to the
326 standard and added conditions previously approved.

327
328 **TRANSFER OF APPROVAL**
329

POD-45-07 **Matt Marcos for 7300 Forest Avenue Real Estate, LLC:**
POD2013-00135 Request for transfer of approval as required by Chapter
Westport Rehabilitation 24, Section 24-106 of the Henrico County Code from
and Nursing Center - 7300 Southern SNF Holding Company, LLC to 7300 Forest
Forest Avenue Avenue Real Estate, LLC. The 6.85-acre site is located on
the north side of Forest Avenue, approximately 1,200 feet
east of Skipwith Road, on parcel 763-745-0565. The
zoning is R-6C, General Residential District. County water
and sewer. **(Tuckahoe)**

330
331 Mrs. Jones - Good morning again, Mr. Garrison. Is anyone here in
332 opposition to the transfer of approval for POD-45-07 (POD2013-00135), Westport
333 Rehabilitation and Nursing Center? No opposition.

334
335 Mr. Garrison - Staff made an on-site inspection and found that the missing
336 landscaping identified in the May 28, 2013 inspection report has been replaced. The new
337 owner accepts and agrees to be responsible for continued compliance with the
338 conditions of the original approval. Therefore, staff can recommend approval of this
339 transfer request.

340
341 Mrs. Jones - All right. Questions for Mr. Garrison? I have none. This was
342 fairly straightforward. If there are no questions, I will move for approval of transfer of
343 approval POD-45-07 (POD2013-00135), Westport Rehabilitation and Nursing Center at
344 7300 Forest Avenue, as the site deficiencies have been resolved.

345
346 Mr. Witte - Second.

347
348 Mrs. Jones - Motion by Mrs. Jones, second by Mr. Witte. All in favor say
349 aye. All opposed say no. The ayes have it; the motion passes.

350
351 The Planning Commission approved the transfer of approval request for POD-45-07
352 (POD2013-00135), Westport Rehabilitation and Nursing Center, from Southern SNF
353 Holding Company, LLC to 7300 Forest Avenue Real Estate, LLC, subject to the standard
354 and added conditions previously approved.

355

356 **TRANSFER OF APPROVAL**

57

POD-132-86 and 29-88 **Robin Mathews and Steve Anderson for Square Mark, Inc.:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Westwood Commercial Association and Goodman, Segan, Hogan to PMK Ltd. Partnership. The 6.02-acre site is located on the southeastern corner of the intersection of W. Broad Street (U.S. Route 250) and Cox Road, on parcel 748-759-5797. The zoning is B-3, Business District, and B-3C, Business District (Conditional). County water and sewer. **(Three Chopt)**

358

359 Mrs. Jones - Is there any opposition this morning to this transfer of
360 approval for POD-132-86 and 29-88 (POD2012-00284; POD2012-00286), Parkside
361 Marketplace Shopping Center and M & T Bank (Formerly Fidelity Federal Savings and
362 Loan)? There is none. Hello, Ms. Goggin.

363

364 Ms. Goggin - Good morning. The site deficiencies as identified in the staff
365 report dated April 1, 2013, included screening exposed dumpsters and replacement of
366 10 missing shade trees along Cox Road and Broad Street. They have been replaced.
367 The new owner accepts and agrees to be responsible for continued compliance with the
368 conditions on the original approval, and staff can recommend approval of this transfer of
369 approval request.

370

371 Mrs. Jones - Questions for Ms. Goggin? No? All right, Mr. Branin.

372

373 Mr. Branin - Madam Chair, I'd like to move that transfer of approval POD-
374 132-86 and 29-88 (POD2012-00284; POD2012-00286), Parkside Marketplace Shopping
375 Center and M & T Bank (Formerly Fidelity Federal Savings and Loan), be approved with
376 the conditions that it has been under.

377

378 Mr. Leabough - Second.

379

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

382

383 The Planning Commission approved the transfer of approval request for POD-132-86
384 and 29-88 (POD2012-00284; POD2012-00286), Parkside Marketplace Shopping Center
385 and M & T Bank (Formerly Fidelity Federal Savings and Loan), from Westwood
386 Commercial Association and Goodman, Segan, Hogan to PMK Ltd. Partnership, subject
387 to the standard and added conditions previously approved.

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392 **TRANSFER OF APPROVAL**

393

POD-168-86 **Hirschler Fleicher for Interchange Corporate Center**
POD2013-00272 **L.C.:** Request for transfer of approval as required by
Interchange Corporate Chapter 24, Section 24-106 of the Henrico County Code
Center - 3850 Gaskins from Deep Run Technical Partnership and Urban
Road Development and Investment, Ltd. to Interchange
Corporate Center, L.C. The 2.05-acre site is located on the
west line of Gaskins Road, approximately 400 feet north of
Mayland Drive, on parcel 752-758-0577. The zoning is M-
1, Light Industrial District, and C-1C, Conservation District
(Conditional). County water and sewer. **(Three Chopt)**

394

395 Mrs. Jones - Is there anyone in opposition to this transfer of approval for
396 POD-168-86 (POD2013-00272), Interchange Corporate Center? No opposition.

397

398 Ms. Goggin - The site deficiencies, as identified in the staff report dated
399 August 29, 2013, including patching potholes, restriping the parking lot, removing litter
400 from the BMP, and replacement of six missing shade trees around the building, have
401 been corrected. The new owner accepts and agrees to be responsible for continued
402 compliance with the conditions of original approval. Staff can recommend approval of
403 this transfer of approval request.

404

405 Mrs. Jones - Thank you. Questions for Ms. Goggin? No? All right.

406

407 Mr. Branin - Madam Chair, I'd like to move that transfer of approval POD-
408 168-86 (POD2013-00272), Interchange Corporate Center, be approved.

409

410 Mr. Archer - Second.

411

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

414

415 The Planning Commission approved the transfer of approval request for POD-168-86
416 (POD2013-00272), Interchange Corporate Center, from Deep Run Technical Partnership
417 and Urban Development and Investment, Ltd. to Interchange Corporate Center, L.C,
418 subject to the standard and added conditions previously approved.

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428 **LANDSCAPE PLAN**

29

POD2013-00357
Kroger Fuel Center at
Willow Lawn Shopping
Center - 1599 Willow
Lawn Drive

Robertson Loia Roof, P.C. for Federal Realty Investment Trust and Kroger Limited Partnership I: Request for approval of a landscape plan, as required by Chapter 24, Section 24-106 of the Henrico County Code. The 0.75-acre portion of the 20.332-acre site is located in an existing shopping center, on the east line of Willow Lawn Drive, approximately 1,500 feet south of the intersection of W. Broad Street (U.S. Route 250) and Willow Lawn Drive, on parcel 773-736-2198. The zoning is B-2, Business District. County water and sewer. **(Brookland)**

430

431 Mrs. Jones - Is there opposition to the landscape plan for POD2013-
432 00357, Kroger Fuel Center at Willow Lawn Shopping Center? There is no opposition.

433

434 Mr. Garrison - Good morning. The applicant is requesting approval of a
435 landscape plan for the Kroger Fuel Center at Willow Lawn Shopping Center. Staff has
436 made several recommendations for additional plant material, which the applicant has
437 agreed to. The revised plan in your addendum now shows five Crapemyrtles in the
438 median of Willow Lawn Drive, additional trees in the parking islands, and shrubs
439 between the parking lot and Willow Lawn Drive.

0

441 Public Works has stated that they will include the maintenance of Crapemyrtles in the
442 Willow Lawn Drive median with the maintenance of Monument Avenue median
443 landscaping.

444

445 Staff can recommend approval subject to the standard conditions for landscape plans
446 and the annotations on the plans. I'm available to answer any questions that you may
447 have.

448

449 Mr. Glover - Did you say that Public Works will not maintain?

450

451 Mr. Garrison - They will maintain.

452

453 Mr. Glover - They will?

454

455 Mr. Garrison - Yes, sir.

456

457 Mr. Glover - Good.

458

459 Mr. Witte - Mr. Garrison.

460

461 Mr. Garrison - Yes, sir.

?

463 Mr. Witte - The line-of-sight issue on Willow Lawn Drive at the exit. Yes,
464 that area. Will they be taking care of tall shrubs?
465
466 Mr. Garrison - It's intended that the applicant will maintain, yes, keep the
467 shrubs trimmed. Everything in this area is already being maintained by Willow Lawn, the
468 Shops at Willow Lawn.
469
470 Mr. Witte - Okay. Well, it's supposed to be a maximum height of 30
471 inches?
472
473 Mr. Garrison - Yes, sir.
474
475 Mr. Witte - I have nothing further.
476
477 Mrs. Jones - Would you like to hear from the applicant?
478
479 Mr. Witte - I would like to hear from the applicant. I would like to hear the
480 applicant tell me that they're going to take care of that issue.
481
482 Ms. Daughtry - Good morning. My name is Ali Daughtry. I'm with Robertson
483 Loia Roof. I'm representing Kroger and Federal Realty.
484
485 Mrs. Jones - Could you pull this a little closer so we can hear you? I'm
486 sorry.
487
488 Ms. Daughtry - Ali Daughtry with Robertson Loia Roof.
489
490 Mrs. Jones - Much better; thank you.
491
492 Ms. Daughtry - So to answer your question, yes. On the amended plan we
493 have notes that the existing shrubs and trees within the sight distance triangle will—the
494 trees will be limbed up and the shrubs will be trimmed down to meet requirements so
495 there will be visibility at that intersection.
496
497 Mr. Witte - All right. And you're aware that this is an ongoing necessity?
498
499 Ms. Daughtry - Yes. Actually, we discussed it with the Planning Department
500 and with Public Works.
501
502 Mr. Witte - Okay.
503
504 Mr. Glover - Did you discuss it with Federal Realty?
505
506 Ms. Daughtry - Yes we have. We've been discussing this project and the
507 many changes for the last several months.
508

509 Mr. Glover - Aren't they the ones that maintain this site?
 510
 511 Ms. Daughtry - Yes, they do have a maintenance agreement for all the
 512 landscaping onsite. Those items will be taken care as part of the construction of the fuel
 513 center. Our contractor will be responsible for at least getting them to where they need to
 514 be now. And then from then on out, Federal will be responsible for maintaining that
 515 visibility.
 516
 517 Mr. Glover - And they do know that it's their responsibility?
 518
 519 Ms. Daughtry - Yes, they do know this.
 520
 521 Mr. Glover - Okay. All right, thank you.
 522
 523 Mrs. Jones - Other questions?
 524
 525 Mr. Witte - Madam Chair, I move approval of the landscape plan for
 526 POD2013-00357, Kroger Fuel Center at Willow Lawn Shopping Center, 1599 Willow
 527 Lawn Drive, Robertson Loia Roof P.C. for Federal Realty Investment Trust and Kroger
 528 Limited Partnership I, as presented, subject to the annotations on the plan, standard
 529 conditions applicable to landscape plans, and the revised recommendations on the
 530 addendum.
 531
 532 Mr. Leabough - Second.
 533
 534 Mrs. Jones - Motion by Mr. Witte, second by Mr. Leabough. All in favor say
 535 aye. All opposed say no. The ayes have it; the motion passes.
 536
 537 The Planning Commission approved the landscape plan for POD2013-00357, Kroger
 538 Fuel Center at Willow Lawn Shopping Center, subject to the standard conditions
 539 attached to these minutes for landscape plans.

540
 541 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**
 542

POD2013-00351 BJ's Restaurant at Towne Center West - 12010 W. Broad Street (U.S. Route 250)	Bohler Engineering for Towne Center West, LLC and BJ's Restaurants, 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 a one-story, 8,376 square-foot restaurant building in an existing shopping center. The 2.45-acre site is located at the northwest corner of the intersection of W. Broad Street (U.S. Route 250) and Town Center West Boulevard (private), on parcel 735-764-0017. The zoning is B-2C, Business District (Conditional), and WBSO, West Broad Street Overlay District. County water and sewer. (Three Chopt)
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Mrs. Jones - Is there opposition to the plan of development and lighting plan for POD2013-00351, BJ's Restaurant at Towne Center West? No opposition. Mr. Wilhite.

Mr. Wilhite - Thank you. The site is located at the main entrance to Towne Center West. It is adjacent to the Virginia Eye Institute site to the west. Across Towne Center West to the east is the Ethan Allen furniture store. As noted on page two of your addendum, we have received revised site plans, including lighting. New architectural plans are also included in your packets. The architectural design of the building was changed from the original submittal.

The site lighting plan has been annotated. It also addresses staff's comments regarding design of the landscape islands and sidewalk locations on the site. There is an annotation where we are adjusting the island at the northeast corner, shifting one parking space away from the east to the rear to the west to better align the sidewalk connection leading out to Towne Center West Boulevard. There were also parking spaces at the southwest corner of the site that were shown intruding into a private landscape easement, which was something Towne Center West recorded. We do have evidence from Towne Center West that they're okay with the parking spaces being located in this location.

The site line plan has been revised as well. The original plan showed light poles located in the landscape islands. There is a proffer on this particular site that trees are supposed to be planted in all the islands, so that would create a conflict with light pole locations. They have been moved out of the islands. The height of the poles has been reduced down from 25 feet originally to 20 feet, which is proffered. The wattage of the fixtures was increased from 250 to 400. There were some hot spots as far as lighting intensity in the parking lot. This was caused because of the use of forward-throw fixtures. They are going to eliminate that, which should take care of the lighting intensity problems.

This is the new architectural plan that was submitted to the County. Staff has looked at this. Staff does have concerns about the compatibility with the rest of the Towne Center West in terms of using some of the architectural elements in the rest of the center and also color and type of materials. We have relayed that to the applicant. We are still working out those issues. The applicant is agreeable to deferring the architectural plans to the December 5th meeting. They are on that agenda for a Provisional Use Permit request for extended hours.

Staff is in a position to recommend approval of the site plan with the revised lighting plans. I'll be happy to answer any questions that you would have.

Mrs. Jones - Any questions for Mr. Wilhite?

Mr. Branin - Not for Mr. Wilhite.

589 Mrs. Jones - All right.
60
591 Mr. Branin - Can I have the applicant?
592
593 Mrs. Jones - Could the applicant come down, please? State your name for
594 the record.
595
596 Ms. Leguay - Good morning. Joan Leguay with BJ's Restaurants.
597
598 Mrs. Jones - Good morning.
599
600 Ms. Leguay - Good morning.
601
602 Mr. Branin - Ma'am, what's your last name?
603
604 Ms. Leguay - Leguay.
605
606 Mr. Branin - Okay. Ms. Leguay, how are you today?
607
608 Ms. Leguay - Good, thank you.
609
610 Mr. Branin - Thank you for coming in. I am so excited that BJ's Restaurant
611 is coming to the West End and not to Willow Lawn. The last five restaurants we've had
612 have all gone to Willow Lawn. So thank you for coming to Short Pump.
613
614 Mr. Glover - What did you say your name was? Excuse me.
615
616 Mr. Branin - He's going to start poaching my restaurants now. Again,
617 thank you for coming. Some of the information that you were trying to get in, your site
618 plan, all of the deficiencies have been corrected. We're good with it. We were slow in
619 starting because we were trying to get some of this worked out. I think your building is
620 good. I think the concerns about some of the architectural features and colors can be
621 worked out easily. You're in from?
622
623 Ms. Leguay - California.
624
625 Mr. Branin - Right. You must have come in on the same jet at the other
626 gentleman from California that's here today. Since you're here, I would hope that you
627 would take the time today to sit down with staff, review, get it worked out so we can in
628 two weeks move this forward. I know you guys are under the gun because you're excited
629 to come to Short Pump.
630
631 Ms. Leguay - Absolutely.
632

633 Mr. Branin - And I get that. I get that you're excited about coming to Short
634 Pump. And we're excited to have you. So, if you would get with staff so we can get that
635 worked out.
636
637 Ms. Leguay - Absolutely.
638
639 Mr. Branin - Okay?
640
641 Ms. Leguay - All right. Thank you. Any other questions?
642
643 Mr. Glover - When are you coming to Willow Lawn? I'm kidding.
644
645 Ms. Leguay - We're looking forward to being here as well.
646
647 Mr. Branin - Thank you, ma'am.
648
649 Mrs. Jones - Thank you, Ms. Leguay. Anything else? All right.
650
651 Mr. Branin - One second. Does anything have to be waived?
652
653 Mr. Wilhite - No.
654
655 Mr. Branin - Okay. All right. Madam Chair, I'd like to move that we defer
656 the architecturals to the December 5th meeting per my request.
657
658 Mr. Witte - Second.
659
660 Mrs. Jones - Motion by Mr. Branin, second by Mr. Witte to defer the
661 architecturals. All in favor say aye. All opposed say no. The ayes have it; the motion
662 passes.
663
664 Mr. Branin - All right. Madam Chair, I'd like to move that POD2013-00351,
665 BJ's Restaurant at Towne Center West, be approved with standard conditions for
666 developments of this type and the following additional conditions #11B, and #29 through
667 #34.
668
669 Mr. Archer - Second.
670
671 Mrs. Jones - And the revised plan on the addendum?
672
673 Mr. Branin - And the revised plan on the addendum.
674
675 Mrs. Jones - All right. I have a motion by Mr. Branin, a second by
676 Mr. Archer. All in favor say aye. All opposed say no. The ayes have it; the motion
677 passes.
678

579 The Planning Commission approved POD2013-00351, BJ's Restaurant at Towne Center
.80 West, subject to the annotations on the plans, the standard conditions attached to these
681 minutes for developments of this type, and the following additional conditions:

- 682
683 11B. Prior to the approval of an electrical permit application and installation of the site
684 lighting equipment, a plan including light spread and intensity diagrams, and fixture
685 specifications and mounting heights details shall be revised as annotated on the
686 staff plan and included with the construction plans for final signature.
- 687 29. Outside storage shall not be permitted.
- 688 30. The proffers approved as a part of zoning cases C-49C-04 and C-27C-09 shall be
689 incorporated in this approval.
- 690 31. The developer shall install an adequate restaurant ventilating and exhaust system
691 to minimize smoke, odors, and grease vapors. The plans and specifications shall
692 be included with the building permit application for review and approval. If, in the
693 opinion of the County, the type system provided is not effective, the Commission
694 retains the rights to review and direct the type of system to be used.
- 695 32. The location of all existing and proposed utility and mechanical equipment
696 (including HVAC units, electric meters, junction and accessory boxes,
697 transformers, and generators) shall be identified on the landscape plans. All
698 equipment shall be screened by such measures as determined appropriate by the
699 Director of Planning or the Planning Commission at the time of plan approval.
- 700 33. The ground area covered by all the buildings shall not exceed in the aggregate 25
701 percent of the total site area.
- 702 34. No merchandise shall be displayed or stored outside of the building(s) or on
703 sidewalk(s).

704
705 *(Deferred from the October 23, 2013 Meeting)*

706 **PLAN OF DEVELOPMENT AND TRANSITIONAL BUFFER DEVIATION**

707

POD2013-00323
Car Pool - 5816 W. Broad
Street (U.S. Route 250)
(POD-34-02 Rev.)

Bowman Consulting Group, Ltd. for Mercer Island Holdings, LLC and Car Pool, LLC: Request for approval of a plan of development and transitional buffer deviation, as required by Chapter 24, Sections 24-106 and 106.2 of the Henrico County Code, to demolish an existing 3,153-square-foot fast food restaurant, and construct a one-story, 5,000-square-foot car wash facility with a 1,144-square-foot canopy structure. The transitional buffer deviation would allow a reduced buffer width along the eastern property line at the rear of the site. The 1.0-acre site is located at the northeast corner of the intersection of W. Broad Street (U.S. Route 250) and Bremo Road, on parcel 771-740-3047. The zoning is B-3, Business District. **(Brookland)**

708

709 Mrs. Jones - Is anyone here this morning in opposition to the plan of
710 development and buffer deviation request for POD2013-00323, Car Pool? No opposition.
711 Good morning, Mr. Garrison.
712

713 Mr. Garrison - Good morning. The applicant has worked with staff to provide
714 enhanced architectural plans with quality building materials. The request for the
715 transitional buffer deviation would accommodate the corner of the building, a drainage
716 ditch, and a parking lot. The transitional buffer deviation would reduce the buffer to 16
717 feet with an existing six-foot brickcrete wall where 23 feet is required. Therefore, the
718 deviation request is for seven feet. Since the adjacent property is not currently used for
719 residential purposes, staff does not have any objection to this request.
720

721 With this, staff can recommend approval subject to the annotations on the plans, the
722 standard conditions for developments of this type, and added conditions #29 through
723 #34. I'm available to answer any questions that you may have.
724

725 Mr. Witte - Mr. Garrison, have we received word back from the owners of
726 the old Car Pool site as to their plans for the old Car Pool building?
727

728 Mr. Garrison - I have not heard. I can ask if they'd be willing to address that.
729

730 Mr. Witte - Okay. All right. And there is no issue with the elimination of
731 the canvas canopies, and all the canopies will be permanent structures?
732

733 Mr. Garrison - Yes, sir. The canopy in the front will be a permanent
734 structure. That's right here.
735

736 Mr. Witte - All right. And there's no canopy in the back at this time?
737

738 Mr. Garrison - No canopy was shown on the back. That would be back here.
739

740 Mr. Witte - I know they were talking about adding a canopied area for
741 some detail work.
742

743 Mr. Garrison - Yes. That was removed from the plans.
744

745 Mr. Witte - Okay. All right. Thank you.
746

747 Mr. Garrison - Yes, sir.
748

749 Mrs. Jones - Shall we bring the applicant down?
750

751 Mr. Witte - Please.
752

753 Mrs. Jones - All right.
754

755 Mr. Theobald - Good morning, Madam Chair, gentlemen. I'm Jim Theobald
756 here on behalf of Car Pool.

757

758 Mrs. Jones - Good morning.

759

760 Mr. Theobald - I am happy to answer any questions.

761

762 Mr. Witte - How well can you answer the question that I asked
763 Mr. Garrison?

764

765 Mr. Theobald - We don't represent the Sauer family. I've heard through the
766 real estate community that they do have some plans for another user. Apparently they've
767 been hoping to recover this outparcel for some time. The lease is ending, and I think they
768 have some good plans. I just don't know who their users are. I think they want that site
769 back to complement their shopping center.

770

771 Mr. Glover - When they tear it down, they're not going to hurt Baskin
772 Robbins, are they?

773

774 Mr. Theobald - I'm sure they'll leave it standing.

775

776 Mr. Witte - Okay. That's the only question I had.

777

778 Mr. Theobald - Okay.

779

780 Mr. Witte - Anybody else?

781

782 Mrs. Jones - No other questions.

783

784 Mr. Witte - There is no opposition?

785

786 Mrs. Jones - There is none.

787

788 Mr. Witte - All right. Madam Chair, I move approval for of POD2013-
789 00323, Car Pool, 5816 West Broad Street, subject to the annotations on the plans, the
790 standard conditions for developments of this type, and additional conditions #29 though
791 #34, and the notations on the addendum.

792

793 Mrs. Jones - I don't believe—

794

795 Mr. Leabough - There's nothing on it.

796

797 Mrs. Jones - —it's on the addendum. Motion by Mr. Witte for the plan of
798 development and the transitional buffer deviation request. Do I have a second?

799

800 Mr. Branin - Second.

801
802 Mrs. Jones - Second by Mr. Branin. All in favor say aye. All opposed say
803 no. The ayes have it; the motion passes.

804
805 The Planning Commission approved the plan of development and transitional buffer
806 deviation for POD2013-00323, Car Pool, subject to the annotations on the plans, the
807 standard conditions attached to these minutes for developments of this type, and the
808 following additional conditions:

- 809
810 29. The entrances and drainage facilities on W. Broad Street (U.S. Route 250) shall
811 be approved by the Virginia Department of Transportation and the County.
- 812 30. A notice of completion form, certifying that the requirements of the Virginia
813 Department of Transportation entrances permit have been completed, shall be
814 submitted to the Department of Planning prior to any occupancy permits being
815 issued.
- 816 31. Outside storage shall not be permitted except as shown on the approved plan.
- 817 32. The existing water easement in conflict with the building footprint shall be vacated
818 prior to approval of the building permit for the said building.
- 819 33. The owner or manager on duty shall be responsible for temporarily closing the car
820 wash facility when the on-site stacking space is inadequate to serve customer
821 demand to prevent a backup of vehicles onto the public right-of-way. The owner
822 shall arrange with the Traffic Engineer to provide standard traffic control signs to
823 notify customers that stopping or standing on the public right-of-way shall not be
824 permitted near the entrances to the car wash facility.
- 825 34. The location of all existing and proposed utility and mechanical equipment
826 (including HVAC units, electric meters, junctions and accessory boxes,
827 transformers, and generators) shall be identified on the landscape plan. All
828 building mounted equipment shall be painted to match the building, and all
829 equipment shall be screened by such measures as determined appropriate by the
830 Director of Planning or the Planning Commission at the time of plan approval.

831
832 Mr. Branin - Madam Chair, I'd like to just make a comment that Car Pool
833 built a complex out in the Three Chopt District, and I want to compliment them on the
834 maintenance and upkeep. We haven't had any problems. Cleaning facilities generally
835 have mess and over time get dirty. And we have enjoyed having them.

836
837 Mrs. Jones - And that was quite the Car Pool.

838
839 Mr. Branin - Yes. The "Taj Mahal of all Car Pools."

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(Deferred from the October 23, 2013 Meeting)

PLAN OF DEVELOPMENT

POD2013-00280 **Bay Companies, Inc. for Excel WBV V, LLC:** Request
Children of America at for approval of a plan of development, as required by
West Broad Village - 2513 Chapter 24, Section 24-106 of the Henrico County Code,
Old Brick Road to construct a one-story, 10,000-square-foot day care
 center. The 0.95-acre site is located at the southwest
 corner of the intersection of Old Brick Road (private) and
 Brownstone Boulevard (private), on part of parcels 741-
 760-8084, 743-760-2155, 741-760-7785, 741-760-8989,
 and 742-760-0387. The zoning is UMUC, Urban Mixed
 Use District (Conditional), and WBSO, West Broad Street
 Overlay District. County water and sewer. **(Three Chopt)**

854
855 Mrs. Jones - Is there anyone this morning in opposition to POD2013-
856 00280, Children of America at West Broad Village? No opposition. Good morning,
857 Mr. Kennedy.

858
859 Mr. Kennedy - Good morning, Madam Chairman and members of the
860 Commission.

861
862 This was deferred by the Planning Commission at their October 23rd meeting to permit
863 the applicant to provide evidence of architectural review board approval. We have now
864 received that, and we can move forward with a recommendation of approval.

865
866 The design that they submitted does comply with the proffered design guidelines in the
867 West Broad Overlay District. The design is pedestrian in nature. It has residential
868 transitional elements that transition to the residential townhouses. It meets all the criteria
869 of the West Broad Village Sketchpak. The building is primarily of HardiPlank and brick.

870
871 The side elevation facing Old Brick Road there is a short wall with a wrought iron fence
872 across it. It provides protection for the children getting to the playground. The playground
873 will have a brick wall from Old Brick Road commercial elements on the other side. They
874 will have a wrought-iron picket fence facing the residential townhouses facing Perch
875 Lane. It will also have landscaping in front of it to kind of soften it and provide some
876 additional buffer across Perch Lane.

877
878 With that, the presentation is completed. If you have any questions, I'll be happy to
879 answer those.

880

881 Mrs. Jones - All right. We did discuss this previously, but are there other
882 questions for Mr. Kennedy?
883

884 Mr. Branin - I have none. I'd like to make a quick comment thanking Excel
885 for making the changes that we had requested to make this project more conducive to
886 the residential aspects of West Broad Village. I thank Mr. Stone and Mr. Sherman for
887 flying in from California to speak to me this morning in regards to this project. I look
888 forward to working with you more, and more closely. That's all I have. I can make my
889 motion.
890

891 Mrs. Jones - All right.
892

893 Mr. Branin - I would like to move that POD2013-00280, Children of
894 America at West Broad Village, be approved subject to the annotations on the plans,
895 standard conditions for a development of this type, and the following additional
896 conditions #29 through #34.
897

898 Mr. Archer - I'll second.
899

900 Mrs. Jones - Motion by Mr. Branin, second by Mr. Archer. All in favor say
901 aye. All opposed say no. The ayes have it; the motion passes.
902

903 The Planning Commission approved POD2013-00280, Children of America at West
904 Broad Village, subject to the annotations on the plans, the standard conditions attached
905 to these minutes for developments of this type, and the following additional conditions:
906

- 907 29. The subdivision plat for West Broad Village, Section 18 shall be recorded before
908 any building permits are issued.
- 909 30. The proffers approved as a part of zoning cases C-12C-06 and P-02-06 shall be
910 incorporated in this approval.
- 911 31. A construction staging plan which includes details for traffic control, fire protection,
912 stockpile locations, construction fencing and hours of construction shall be
913 submitted for County review and prior to the approval of any final construction
914 plans.
- 915 32. All exterior lighting fixtures shall be designed and arranged so the source of light
916 is not visible from the roadways or adjacent residential properties. The lighting
917 shall be low intensity, residential in character, and the height or standards shall
918 not exceed 15 feet.
- 919 33. Prior to issuance of a building permit, the developer must furnish a letter from
920 Plantation Pipeline, stating that this proposed development does not conflict with
921 their facilities.
- 922 34. The location of all existing and proposed utility and mechanical equipment
923 (including HVAC units, electric meters, junctions and accessory boxes,
924 transformers, and generators) shall be identified on the landscape plan. All
925 building mounted equipment shall be painted to match the building, and all

926 equipment shall be screened by such measures as determined appropriate by the
927 Director of Planning or the Planning Commission at the time of plan approval.
928
929
930
931

932 PLAN OF DEVELOPMENT AND LIGHTING PLAN 933

POD2013-00336 **Balzer and Associates, Inc. for Flagstop Corporation and Redco Properties, LLC:** Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to build a one-story, 3,431 square-foot fast food restaurant with drive-through facilities. The 1.24-acre site is located on the east line of Staples Mill Road (U.S. Route 33), approximately 175 feet south of its intersection with Old Staples Mill Road, on parcel 769-756-9510. The current zoning is ~~B-1C, Business District (Conditional), M-1, Light Industrial District, and M-1C, Light Industrial District (Conditional).~~ The proposed zoning currently under separate consideration with zoning case REZ2013-00016 is B-2C, Business District (Conditional). County water and sewer. **(Brookland)**

934
935 Mrs. Jones - Is there opposition to the plan of development and the lighting
936 plan for POD2013-00336, Bojangle's at 8833 Staples Mill Road? There is no opposition.
937 Hello again.

938
939 Ms. Goggin - Hello. The applicant requests approval to construct a new
940 Bojangle's restaurant with a drive-through on the front portion of a parcel currently
941 occupied by the Flagstop Carwash on Staples Mill Road. Here is the carwash, and this is
942 where the restaurant is proposed.

943
944 The parcel was recently rezoned to B-2C with rezoning case REZ2013-00016 at the
945 November 12, 2013, Board of Supervisors' meeting. The previous zoning was M-1C, M-
946 1, and B-1C, but you need at least B-2 to have a drive-through restaurant, which is why
947 they needed to go through the rezoning process.

948
949 The proposed restaurant will be entirely red, tan, and white brick with cornices to match
950 the adjacent Wawa convenience store located to the north. The layout plan, architectural
951 elevations, and lighting plan in the packet comply with the proffers of the rezoning case.

952
953 The applicant is also requesting approval of a lighting plan in conjunction with POD
954 approval. The proposed lighting meets the proffers and does not exceed 25 feet in height
955 from grade level, and complies with the County's lighting policy.

956

957 Staff recommends approval of the plan of development subject to the annotations on the
958 plan, the standard conditions for developments of this type, Condition #11B, which
959 addresses the lighting, and additional conditions #29 through #36 in the agenda. I would
960 be happy to answer any questions the Commission may have of me. Chris Shust, the
961 site engineer, as well as representatives from Bojangle's are here should you have any
962 questions for them. And staff is very excited that we have a new dining opportunity in the
963 area.
964
965 Mrs. Jones - All right.
966
967 Mr. Glover - Madam Chair, can I ask a question? You don't have a
968 Bojangle's in Short Pump, do you?
969
970 Ms. Goggin - Not to my knowledge, sir. I think the closest to us is Fairfield.
971 And we have driven out there.
972
973 Mr. Archer - Leave mine alone.
974
975 Mrs. Jones - This is becoming a recurring theme. Are there questions for
976 Ms. Goggin?
977
978 Mr. Branin - Ms. Goggin, we're under talks currently with Bojangle's to
979 bring them to Short Pump.
980
981 Mr. Glover - You'd be so fortunate.
982
983 Mrs. Jones - Would you like to hear from the applicant?
984
985 Mr. Witte - I would, please.
986
987 Mrs. Jones - All right.
988
989 Mr. Shust - Madam Chair, members of the Commission, my name is
990 Chris Shust with Balzer and Associates representing Bojangle's.
991
992 Mrs. Jones - Good morning.
993
994 Mr. Shust - Good morning.
995
996 Mr. Witte - To start off, are you really talking to them about putting a
997 Bojangle's out there? I'm just kidding.
998
999 Mr. Shust - I can't answer that right now.
1000

1001 Mr. Witte - I think this restaurant is a really good fit for the area. I'm just
1002 interested in the ingress and egress as far as conflicting with the two existing properties,
1003 the Wawa and the—
1004
1005 Mr. Shust - I can comment on that, if you'd like.
1006
1007 Mr. Witte - Yes, please.
1008
1009 Mr. Shust - Certainly. This facility is going to have two points of
1010 ingress/egress. One will go to the east and access through the existing Flagstop
1011 carwash. The primary ingress/egress point is going to be aligned with the existing Wawa
1012 entrance to the north. So we will have a square intersection to minimize points of conflict
1013 and confusion. Both sides have stop bars with east/west traffic having the right of way.
1014
1015 Mr. Witte - Okay. That answered that. I was concerned that the drive-in
1016 traffic may have to make another whole lap around the building without that access in the
1017 rear there. That's not going to cause an issue with the carwash?
1018
1019 Mr. Shust - We have coordinated that with Mr. Shrum, and everything is
1020 just fine there.
1021
1022 Mr. Glover - You get a biscuit and car wash at the same time.
1023
1024 Mr. Shust - Exactly, correct. Get your biscuit, and then you can go
1025 through the carwash and eat while you're in the carwash.
1026
1027 Mr. Glover - Good job.
1028
1029 Mr. Witte - Okay, I have no further questions.
1030
1031 Mrs. Jones - Are there other questions for Mr. Shust?
1032
1033 Mr. Shust - Thank you.
1034
1035 Mrs. Jones - Thank you.
1036
1037 Mr. Glover - Car Pool doesn't have a biscuit place.
1038
1039 Mr. Witte - All right, Madam Chair, I move approval of POD2013-00336,
1040 Bojangle's, 8833 Staples Mill Road, Balzer and Associates for Flagstop Corporation and
1041 Redco Properties LLC, as presented, subject to the annotations on the plans, the
1042 standard conditions for developments of this type, additional conditions #11B and #29
1043 through #36 as shown on the agenda, and the revision.
1044
1045 Mr. Leabough - Second.
1046

1047 Mrs. Jones - Motion by Mr. Witte and a second by Mr. Leabough. All in
1048 favor say aye. All opposed say no. The ayes have it; the motion passes.
1049

1050 The Planning Commission approved POD2013-00336, Bojangle's, Staples Mill Road,
1051 subject to the annotations on the plans, the standard conditions attached to these
1052 minutes for developments of this type, and the following additional conditions:
1053

1054 11B. Prior to the approval of an electrical permit application and installation of the site
1055 lighting equipment, a plan including light spread and intensity diagrams, and fixture
1056 specifications and mounting heights details shall be revised as annotated on the
1057 staff plan and included with the construction plans for final signature.

1058 29. A concrete sidewalk meeting VDOT standards shall be provided along the east
1059 side of Staples Mill Road (U.S. Route 33).

1060 30. The proffers approved as a part of zoning case REZ2013-00016 shall be
1061 incorporated in this approval.

1062 31. The developer shall install an adequate restaurant ventilating and exhaust system
1063 to minimize smoke, odors, and grease vapors. The plans and specifications shall
1064 be included with the building permit application for review and approval. If, in the
1065 opinion of the County, the type system provided is not effective, the Commission
1066 retains the rights to review and direct the type of system to be used.

1067 32. Prior to issuance of a building permit, the developer must furnish a letter from
1068 Dominion Virginia Power stating that this proposed development does not conflict
1069 with their facilities.

1070 33. In the event of any traffic backup which blocks the public right-of-way as a result
1071 of congestion caused by the drive-up delivery facilities, the owner/occupant shall
1072 close the drive-up delivery facilities until a solution can be designed to prevent
1073 traffic backup.

1074 34. Evidence of a joint ingress/egress and maintenance agreement must be
1075 submitted to the Department of Planning and approved prior to issuance of a
1076 certificate of occupancy for this development.

1077 35. The location of all existing and proposed utility and mechanical equipment
1078 (including HVAC units, electric meters, junctions and accessory boxes,
1079 transformers, and generators) shall be identified on the landscape plan. All
1080 building mounted equipment shall be painted to match the building, and all
1081 equipment shall be screened by such measures as determined appropriate by the
1082 Director of Planning or the Planning Commission at the time of plan approval.

1083 36. Except for junction boxes, meters, and existing overhead utility lines, and for
1084 technical or environmental reasons, all utility lines shall be underground.
1085
1086
1087
1088
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1090
1091
1092

1093 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

1094

POD2013-00356
University of Richmond
South Campus Road and
Parking Improvements -
24 UR Drive

Draper Aden Associates for University of Richmond:
Request for approval of a plan of development and lighting
plan, as required by Chapter 24, Section 24-106 of the
Henrico County Code, for construction of street and
parking improvements on an existing university campus.
The 32.59-acre site is located on the north line of River
Road, approximately 1,100 west of its intersection with
Huguenot Road (State Route 147), on parcel 761-732-
3993. The zoning is R-1, Residential District. County water
and sewer. **(Tuckahoe)**

1095

1096

1097

1098

1099

Mrs. Jones - Is there anyone here in opposition to the plan of development
and lighting plan for POD2013-00356, University of Richmond South Campus Road and
Parking Improvements? No opposition. Good morning, Mr. Pambid, again.

1100

1101

1102

Mr. Pambid - Good morning. I won't be presenting a restaurant this
morning—for construction anyway.

1103

1104

1105

1106

1107

1108

The plan proposes the realignment of UR Drive and the reconfiguration of several
parking areas in the vicinity of office and dormitory buildings on the Henrico side of the
campus. The main roadway improvements include the removal of a sharp turn at the top
of a ridge, which was previously here. It will be replaced with a smoother curve and an
observation point with wayfinding map and signage. That is located here.

1109

1110

1111

The parking improvements are dispersed throughout the area in a net total of 382
spaces with 70 of the spaces surrounding the Special Programs Building.

1112

1113

1114

1115

1116

1117

Six buildings, with a total of 41 units of two-story brick townhouse-style apartments will
be demolished to make way for the road and parking revisions. The net total of
apartment units after demolition is 120 units, including 44 units in four buildings currently
under construction that were approved by the Planning Commission last year. Just to
refresh your memory, that site is here on what was previously an intramural field.

1118

1119

1120

1121

The approval of POD also includes a lighting plan. The poles and fixtures will match
those that are shown on the lighting plan currently under review for the four new dorm
buildings under construction.

1122

1123

1124

1125

Staff requested additional information on future sidewalk plans to determine appropriate
interior sidewalk locations prior to final approval of construction plans. This is reflected in
Condition #33.

1126

1127

1128

The staff recommends approval, subject to the annotations on the plans, the standard
conditions for developments of this type, and the following additional conditions #11B
and #29 through #33.

1129
1130 This concludes my presentation. I can now field any questions you may have regarding
1131 this. The applicants Andrew McBride from the University of Richmond and the engineer,
1132 Charlie Kreye from Draper Aden are also here.

1133
1134 Mrs. Jones - All right. Questions for Mr. Pambid? I have no questions for
1135 Mr. Pambid, but I'd love to hear from Mr. McBride.

1136
1137 Mr. McBride - Good morning, Madam Chair, fellow board members. My
1138 name is Andrew McBride. I'm Associate Vice President for Facilities and University
1139 Architect. I'm happy to answer any of your questions.

1140
1141 Mrs. Jones - Thank you. Hello, Mr. McBride. Good to see you again. I
1142 guess with our VCU crowd, we simply have to say "Go Spiders" as well. All things being
1143 equal.

1144
1145 We have worked together before, and a university master plan is a long process. I'm
1146 glad to see you here today, and I think the improvements are going to be wonderful. I did
1147 have several questions almost as a point of information.

1148
1149 Mr. McBride - Okay.

1150
1151 Mrs. Jones - Of course what's so important to us is connectivity, and as to
1152 you as well. So I think the switch of the sidewalk and the roadway system is a vast
1153 improvement. I did want to ask because this came up several years ago when we
1154 discussed the master plan. Henrico has only one little portion of this campus. The
1155 connectivity for students to off-campus sites such as the River Road Shopping Center—I
1156 mean, if they want Starbucks, they want Starbucks. I just feel like I needed to ask you
1157 this. Has there been further discussion about how to connect the campus to any of the
1158 commercial areas down on River Road?

1159
1160 Mr. McBride - Sure. The master plan addresses this. I don't know if I can
1161 point very well or not. But there's an old road that is along the creek on the east side of
1162 the creek that's basically on the west side of the Country Club of Virginia that has been
1163 closed. Our plan is ultimately to make that a pedestrian and bike path. Also, when we
1164 had that turning lane put in off of River Road there is a—I'm not sure what the proper
1165 term, Charlie, is but an area for a sidewalk, basically. So the idea is that we can be able
1166 to walk all the way around the campus along River Road.

1167
1168 We do obviously have a challenge getting across River Road, and I guess it's Huguenot
1169 Road at that point. We have been working with the City of Richmond, Henrico County,
1170 and VDOT on how to make that pedestrian crossing work. We're dealing with three
1171 jurisdictions.

1172
1173 Mrs. Jones - And quite the challenge, I'm sure. But I do want to just keep
1174 this on the radar because that is, without any doubt, a magnet area for students.

1175
1176 Mr. McBride - Oh sure.
1177
1178 Mrs. Jones - And we need to be really proactive. And we'll do everything
1179 we can to help you craft a reasonable approach to that.
1180
1181 Mr. McBride - We appreciate that very much.
1182
1183 Mrs. Jones - Okay. The only other question I had was about bike trails.
1184 Students are often on bicycles and it's a big campus. Do you have specific bike trails
1185 designated, specifically in the portion we're discussing today? Or is your expectation that
1186 they will use the roadway networks?
1187
1188 Mr. McBride - They'll use the roadway. I know our chief of police is
1189 encouraging what are called sharrows. I know the city of Richmond started installing
1190 those on Grove Avenue which actually comes down to our campus along Towana Drive.
1191 I'm not sure when the sharrow would be installed, but I have heard about that.
1192
1193 Mrs. Jones - Can you define *sharrow* for me?
1194
1195 Mr. McBride - It's a marking on the road that shows a bicycle and arrows,
1196 and they call it a sharrow.
1197
1198 Mrs. Jones - Okay. Very good.
1199
1200 Mr. McBride - I didn't know that term either for quite a while.
1201
1202 Mrs. Jones - All right. I wish you well with this master plan. It's a very
1203 ambitious plan, but I think it's a wonderful use of space in a confined area. It's
1204 maximizing the benefits.
1205
1206 Mr. McBride - Thank you very much.
1207
1208 Mrs. Jones - Do you have any idea how long this particular section may
1209 take to build out?
1210
1211 Mr. McBride - Three months. We have to have this done. We can't start
1212 until the old apartments are demolished. And we can't demolish those until graduation.
1213 And we have to have the road back in order by the time the students come back in
1214 August. So it's very ambitious.
1215
1216 Mrs. Jones - You have a busy summer.
1217
1218 Mr. McBride - Yes, ma'am.
1219
1220 Mrs. Jones - All right. Well, I do thank you.

1221
1222 Mr. McBride - Thank you.
1223
1224 Mrs. Jones - And I appreciate your presence here this morning. I look
1225 forward to the improvements.
1226
1227 Mr. McBride - Thank you.
1228
1229 Mrs. Jones - Okay. Other questions?
1230
1231 Mr. Glover - Yes. To your knowledge—just for a point of interest—the
1232 University of Richmond has never defeated VCU in football, have they?
1233
1234 Mr. McBride - I don't think we've ever played them in football.
1235
1236 Mrs. Jones - Well, maybe some day.
1237
1238 Mr. McBride - Thank you.
1239
1240 Mrs. Jones - Other questions for Mr. McBride? All right. Thank you very
1241 much. With that, I would like to move for approval of the plan of development and lighting
1242 plan for POD2013-00356, University of Richmond South Campus Road and Parking
1243 Improvements. This is subject to the annotations we have on the plans, standard
1244 conditions for developments of this type, and the additional conditions #11B and #29
1245 through #33 listed in the agenda.
1246
1247 Mr. Leabough - Second.
1248
1249 Mrs. Jones - Motion by Mrs. Jones, second by Mr. Leabough. All in favor
1250 say aye. All opposed say no. The ayes have it; the motion passes.
1251
1252 The Planning Commission approved POD2013-00356, University of Richmond South
1253 Campus Road and Parking Improvements, subject to the annotations on the plans, the
1254 standard conditions attached to these minutes for developments of this type, and the
1255 following additional conditions:
1256
1257 11B. Prior to the approval of an electrical permit application and installation of the site
1258 lighting equipment, a plan including light spread and intensity diagrams, and fixture
1259 specifications and mounting heights details shall be revised as annotated on the
1260 staff plan and included with the construction plans for final signature.
1261 29. Outside storage shall not be permitted.
1262 30. The conceptual master plan, as submitted with this application, is for planning and
1263 information purposes only.
1264 31. The location of all existing and proposed utility and mechanical equipment
1265 (including HVAC units, electric meters, junction and accessory boxes,
1266 transformers, and generators) shall be identified on the landscape plans. All

1267 equipment shall be screened by such measures as determined appropriate by the
1268 Director of Planning or the Planning Commission at the time of plan approval.
1269 32. Except for junction boxes, meters, and existing overhead utility lines, and for
1270 technical or environmental reasons, all utility lines shall be underground.
1271 33. Additional information on future sidewalks on the South Campus shall be provided
1272 prior to signature of construction plans in order to determine the final location of
1273 the sidewalk on UR Drive.
1274

1275 **SUBDIVISION**
1276

SUB2013-00161 **Youngblood, Tyler & Associates, P.C. for Lawrence
Liesfeld Farm at Bacova H. Liesfeld, et al., Trustees:** The 2.21-acre site
(November 2013 Plan) proposed for a subdivision of 2 single-family homes is
12130 Bacova Drive located on the north and west lines of Bacova Drive,
approximately 750 feet west of Pouncey Tract Road
(State Route 271), on part of parcel 738-765-2372. The
zoning is R-3C, General Residential District
(Conditional). County water and sewer. **(Three Chopt) 2
Lots**

1277
1278 Mrs. Jones - Is there opposition to SUB2013-00161, Liesfeld Farm at
1279 Bacova (November 2013 Plan)? No opposition. Ms. Crady, good morning.
1280

31 Ms. Crady - Good morning. This plan proposes an additional two lots in
1282 the previously approved Liesfeld Farm at Bacova subdivision. The first section was
1283 granted conditional approval in May of 2012. Since then, the applicant has revised the
1284 plan and added two lots in this area. Where the previous plan had 60 lots, this plan will
1285 bring the total to 62 lots in the Liesfeld Farm at Bacova subdivision. Here's a close-up.
1286 The proffers allow up to 65 lots in this portion of the Bacova development.
1287

1288 Staff can recommend approval subject to the annotations on the plan, standard
1289 conditions for subdivisions served by public utilities, and added conditions #13 though
1290 #15 listed in your agenda. Andrew Browning with Youngblood, Tyler & Associates is here
1291 to answer any questions and I am happy to answer any questions you may have of staff.
1292

1293 Mrs. Jones - All right. Are there questions or comments for Ms. Crady? All
1294 right. Mr. Branin?
1295

1296 Mr. Branin - Madam Chair, I'd like to move SUB2013-00161, Liesfeld
1297 Farm at Bacova (November 2013 Plan), be approved with the annotations on the plan,
1298 standard conditions for subdivisions served by public utilities, and the added conditions
1299 #13 through #15.
1300

1301 Mr. Witte - Second.
1302

1303 Mrs. Jones - Motion by Mr. Branin, second by Mr. Witte. All in favor say
1304 aye. All opposed say no. The ayes have it; the motion passes.

1305
1306 The Planning Commission granted conditional approval to SUB2013-00161, Liesfeld
1307 Farm at Bacova (November 2013 Plan), subject to the standard conditions attached to
1308 these minutes for subdivisions served by public utilities, the annotations on the plans,
1309 and the following additional conditions:

- 1310
1311 13. Prior to requesting the final approval, a draft of the covenants and deed
1312 restrictions for the maintenance of the common area by a homeowners
1313 association shall be submitted to the Department of Planning for review. Such
1314 covenants and restrictions shall be in a form and substance satisfactory to the
1315 County Attorney and shall be recorded prior to recordation of the subdivision plat.
1316 14. The approval includes only that area outlined in red on the Planning Staff plan
1317 dated **November 20, 2013**.
1318 15. The proffers approved as part of zoning case C-09C-11 shall be incorporated in
1319 this approval.

1320
1321 Mr. Emerson - Madam Chair, the next item on your agenda would be
1322 consideration of approval of your minutes from the October 23, 2013 meeting. We have
1323 no errata sheet today.

1324
1325 APPROVAL OF MINUTES: October 23, 2013

1326
1327 Mrs. Jones - Are there any additions or corrections to the minutes from the
1328 Commission? If not, I'll entertain a motion.

1329
1330 Mr. Leabough - I move for approval of the October 23, 2013 minutes.

1331
1332 Mr. Branin - Second.

1333
1334 Mrs. Jones - Motion by Mr. Leabough, second by Mr. Branin. All in favor
1335 say aye. All opposed say no. The ayes have it; the motion passes.

1336
1337 The Planning Commission approved the October 23, 2013 minutes as submitted.

1338
1339 Mrs. Jones - Before we adjourn, may I just mention something, please, to
1340 our students who are here today.

1341
1342 We have been through a fairly long agenda in a fairly short period of time. You may be
1343 wondering how with such a variety of cases—we are seeing an uptick on the pace of
1344 development. That's always encouraging. I'm sure with Ms. Deemer's advice and
1345 explanations you've been able to follow everything without any problem. But I just
1346 wanted to point out that none of this could happen without an absolute slew of wonderful
1347 staff members. The Commission is the final step for what is usually months and months
1348 of work on each individual case. Now, some of the transfers of approval come down to

1349 replanting a tree. But nonetheless, it's a thoughtful oversight of everything that happens
1350 in the County with land use and planning. I just want you to realize that none of this
1351 happens without a huge number of people's involvement from the staff side to the
1352 development side, and then as it comes to the Commission with our involvement as well.
1353 So it's a very complicated and long process, but hopefully, the citizens of the County feel
1354 we do it pretty well.

1355
1356 We certainly thank you for being interested enough to come and listen. If you would like
1357 a little casual reading, I will be happy to share my paperwork with you. I applaud your
1358 interest in this area. I do hope that you'll continue with it and have a very satisfying life
1359 interest in it.

1360
1361 Mr. Glover - Madam Chairman, they look like they have a lot of questions.
1362 Would you ask them if they have questions they'd like to ask the Planning Commission?

1363
1364 Mrs. Jones - Anything.

1365
1366 Mr. Glover - Could you come to the podium, please?

1367
1368 Mr. Archer - Please state your name for the record, please.

1369
1370 Mr. Roakes - My name is Ray. Do you all ever go visit any of these sites
1371 before the meeting?

1372
1373 Mr. Witte - Every site.

1374
1375 Mrs. Jones - We all visit all of them.

1376
1377 Mr. Branin - Are you referring to the commissioners visiting?

1378
1379 Mr. Roakes - Yes.

1380
1381 Mr. Branin - Absolutely. Most of the time if it goes into a community, that
1382 residential and so forth is going to be affected or we know will have input, an
1383 announcement goes out to the surrounding area. Depending on the temperament of the
1384 neighborhood and the project, there could be several community meetings. So by the
1385 time it gets to zoning and then to POD, there is a strong working relationship between
1386 developer, commissioner, County, and community. The reason you see things go
1387 through so smoothly here is because a lot of those issues that would be alarming to a
1388 community have already been worked out way prior.

1389
1390 Mr. Roakes - Okay. Thank you.

1391
1392 Mr. Archer - You also notice on each case the Chair Lady always asks if
1393 there is opposition. And quite often there is opposition, and they can sometimes be
1394 raucous.

1395
1396 Mr. Roakes - I was somewhat disappointed I didn't see any today.
1397
1398 Mr. Witte - We're not disappointed.
1399
1400 Mr. Branin - Ms. Deemer, did you explain the TOA process to them?
1401
1402 Ms. Deemer - [Speaking off microphone.] I didn't get into the details.
1403
1404 Mr. Emerson - Mr. Branin, we're going to be meeting with the students
1405 afterward; they're with us for the rest of the day.
1406
1407 Mr. Glover - I can't hear you.
1408
1409 Mr. Emerson - Planning staff. We're going to be meeting with the students.
1410 They will be with us for the rest of the day. And we'll be explaining a lot of these things to
1411 them.
1412
1413 Mr. Branin - One of the things that you do want to listen to in regards to
1414 what we do here in Henrico is transfers of approval. Many of the other counties in the
1415 state don't have a system like this. What that system does is it ensures upkeep and
1416 quality for years to come. It gives the County an opportunity to have people clean up
1417 their act.
1418
1419 Mr. Glover - Could I ask a question of them? Starting down on this end,
1420 can you tell me where you're from?
1421
1422 Ms. Moles - [Speaking off microphone.] Natalie Moles. I am from Ecuador.
1423
1424 Mr. Glover - Ecuador. Are you? Do they do planning in Ecuador like this?
1425 Do they? Wonderful.
1426
1427 Ms. Tilman - [Speaking off microphone.] Kayla Tilman, Henrico County.
1428
1429 Mr. Glover - What part of it?
1430
1431 Ms. Tilman - [Speaking off microphone.] By Tucker High School.
1432
1433 Mr. Glover - Is that in Henrico?
1434
1435 Mr. Witte - It's not in Brookland.
1436
1437 Ms. Weaver - [Speaking off microphone.] Anna Weaver. I'm from North
1438 Carolina.
1439

1440 Ms. Hovermale - [Speaking off microphone.] Ashley Hovermale. I'm from
 441 Fredericksburg.

1442

1443 Mr. Roakes - [Speaking off microphone.] Ray Roakes. I'm from Campbell
 1444 County near Lynchburg, Virginia.

1445

1446 Mr. Glover - From where?

1447

1448 Mr. Roakes - [Speaking off microphone.] Campbell County.

1449

1450 Mr. Glover - Campbell County. My son lives there. You said you were from
 1451 Henrico near Tucker. North of Broad or south of Broad?

1452

1453 Ms. Tilman - [Speaking off microphone.] South.

1454

1455 Mr. Glover - Okay. Well, I tell you what. You might want to go down to
 1456 Willow Lawn sometime.

1457

1458 Ms. Tilman - [Speaking off microphone.] I live near Willow Lawn now.

1459

1460 Mr. Glover - Oh, way to go. It is really good that you come here. I welcome
 1461 you any time you want to come and sit in on our meetings and on the Board of
 1462 Supervisor meetings. I think it's neat that you're here from Ecuador to learn planning and
 463 to take it back to your home, I'm sure. You going back home?

1464

1465 Ms. Moles - [Speaking off microphone.] That depends.

1466

1467 Mr. Glover - Say again?

1468

1469 Ms. Moles - [Speaking off microphone.] That depends.

1470

1471 Mr. Glover - Way to go. Oh, could be that she met somebody. Thank you
 1472 for coming.

1473

1474 Mrs. Jones - We're getting a little far afield from planning.

1475

1476 Mr. Glover - No, let me tell you something. It took a whole lot of planning
 1477 for me.

1478

1479 Mrs. Jones - Okay. Again, we thank you for being here. I hope that it's
 1480 been instructive and enjoyable for you as well. Is there anything further to come before
 1481 the Commission this morning?

1482

1483 Mr. Branin - Move for adjournment.

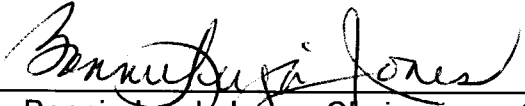
1484

485 Mr. Archer - Second.

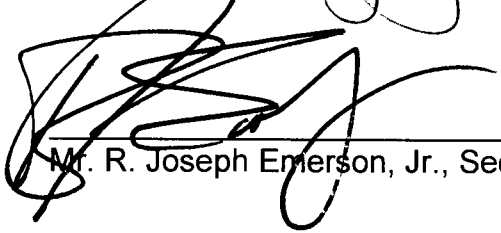
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1497

Mrs. Jones -
is adjourned.

I have a motion and a second for adjournment. This meeting



Mrs. Bonnie Leigh Jones, Chairperson, C.P.C.



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 **November 20, 2013**, 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 **November 20, 2013**, 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 **November 20, 2013**, which shall be as much a part of this approval as if all details were fully described herein.

9. This approval shall expire on **November 19, 2014**, 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 **November 20, 2013**, which shall be as much a part of this approval as if all details were fully described herein.
8. This approval shall expire on **November 19, 2014**, 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 **November 20, 2013**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **November 19, 2014**, 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 **November 20, 2013**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **November 19, 2014**, 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 **November 20, 2013**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **November 19, 2014**, 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.