

**Minutes from the work session of the Planning Commission of the County of Henrico held in the County Manager's Conference Room, County Administration Building in the Government Center at Parham and Hungary Spring Roads, beginning at 5:00 p.m., November 13, 2025.**

Members Present: Mr. Robert H. Witte, Jr., Chair (Brookland)  
Mr. Jaron N. Dandridge, Vice-Chair (Fairfield)  
Mr. William M. Mackey, Jr. (Varina)  
Mr. Brian Winterhoff, (Tuckahoe)  
Mr. Bob Shippee, (Three Chopt)  
Mr. R. Joseph Emerson, Jr., AICP, Director of Planning,  
Secretary

Members Absent Ms. Misty D. Roundtree (Three Chopt)  
Board of Supervisors Representative

Also Present: Ms. Jean M. Moore, Assistant Director of Planning  
Mr. Ben Sehl, Senior Principal Planner  
Mr. Ben Blankinship, Principal Planner  
Mr. Andrew Newby, County Attorney  
Ms. Lee Ann Anderson, Chief Deputy County Attorney  
Mr. Ryan P. Murphy, Deputy County Attorney

**The Commission convened a work session in the Manager's Conference Room at 5:04 p.m.**

After Mr. Witte called the meeting to order, Mr. Emerson introduced the evening's topic regarding amendments for vaping and recreational substances. He then introduced the evening's presenter, Mr. Andrew Newby.

Mr. Newby spoke of the ineffectiveness of previous ordinance amendments to stall the proliferation of vaping stores. Current regulations have failed to meet County expectations; therefore, the adoption of new regulations would be presented for a vote at tonight's public hearing. He then elaborated on the unintended loopholes and creative interpretations employed by business owners to circumvent existing County ordinances and how the proposed rewrite would help ensure the County's intent was enforceable. Should the Planning Commission vote to recommend adoption of the amendments, the amended ordinances would be considered by the Board of Supervisors at their public hearing December 16, 2025. Upon approval the changes would take effect immediately. These amendments would only affect new stores.

Mr. Newby continued by describing the major points of the proposed revisions, including new definitions for recreational substances and recreational substances retail stores. Some ordinance requirements remain unchanged, including distance requirements from schools, religious institutions, childcare centers, and other vape shops and requiring B-3 or M-1 zoning and a Provisional Use Permit. Currently, to be considered a vape shop, vapes must comprise no less than 15% of the display area. This threshold has proved problematic and will be removed. Discussion continued regarding the implementation of these new regulations, their nuances and expectations.

The meeting recessed at 5:29 p.m.

  
Mr. Robert H. Witte, Jr., Chairperson

  
Mr. R. Joseph Emerson, Secretary

November 13, 2025

Planning Commission – Work Session