

1 Minutes of the regular monthly meeting of the Planning Commission of Henrico County  
2 held in the County Administration Building in the Government Center at Parham and  
3 Hungary Springs Roads beginning at 9:00 a.m. Wednesday, June 22, 2016.  
4

Members Present: Mr. C. W. Archer, C.P.C., Chair (Fairfield)  
Ms. Bonnie-Leigh Jones, C.P.C., Vice-Chair (Tuckahoe)  
Mrs. Sandra M. Marshall (Three Chopt)  
Mr. Robert H. Witte, Jr., (Brookland)  
Mr. R. Joseph Emerson, Jr., AICP,  
Director of Planning, Secretary  
Mr. Frank J. Thornton,  
Board of Supervisors' Representative

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

Others Present: Ms. Jean Moore, Assistant Director of Planning  
Ms. Leslie A. News, PLA, Senior Principal Planner  
Mr. Kevin D. Wilhite, C.P.C., AICP, County Planner  
Mr. Michael F. Kennedy, County Planner  
Ms. Christina L. Goggin, AICP, County Planner  
Mr. Tony Greulich, C.P.C., County Planner  
Mr. Matt Ward, County Planner  
Mr. Gregory Garrison, AICP, County Planner  
Mr. Lee Pambid, C.P.C., County Planner  
Ms. Aimee B. Crady, AICP, County Planner  
Ms. Kate Teator, County Planner  
Ms. Sharon Smidler, P.E., Traffic Engineer  
Mr. Gary A. DuVal, P.E., Traffic Engineer  
Mr. Thomas McConnell, E.I.T., County Engineer  
Ms. Melissa Ferrante, Office Assistant / Recording Secretary

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6 **Mr. Frank J. Thornton, the Board of Supervisors' representative, abstains on all**  
7 **cases unless otherwise noted.**

8  
9 Mr. Archer - Good morning, everyone.

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11 Mr. Witte - Good morning.

12  
13 Mr. Archer - Welcome to the June 22nd edition of this Planning  
14 Commission meeting on Plans of Development and Subdivisions. With that, will everyone  
15 please rise with me and we'll honor the flag.  
16

17 Thank you. I would like to ask everyone if you would to please mute or turn off your phones.  
18 I don't think we have anyone from the press here today. I'd also like to welcome Mr.  
19 Thornton from the Board of Supervisors. Good morning, sir. Mr. Leabough will not be

20 present today, but we do have a quorum. With that I will turn the proceedings over to our  
21 secretary, Mr. Joe Emerson.

22

23 Mr. Emerson - Thank you, Mr. Chairman. First on your agenda this morning  
24 are the requests for deferrals and withdrawals. Those will be presented by Ms. Leslie  
25 News.

26

27 Mr. Archer - Good morning, Ms. News. How are you?

28

29 Ms. News - Good morning, members of the Commission.

30

31 We have six requests for deferrals that we've received this morning. The first is found on  
32 page 6 of your agenda and is located in the Three Chopt District. This is POD2015-00322,  
33 Corner Bakery at Car Care Shopping Center. The applicant has requested a deferral to  
34 the July 27, 2016 meeting.

35

36 *(Deferred from the May 25, 2016 Meeting)*

37

### **PLAN OF DEVELOPMENT**

38

POD2015-00322 Corner Bakery at Car Care Shopping Center – 11000 West Broad Street (U.S. Route 250)	<b>Parker Design Group for Global General Properties, LLC:</b> Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to demolish an existing vacant car service station and construct a one-story, 4,052 square foot restaurant with drive-through facilities in an existing shopping center. The 1.06-acre site is located on the northwest corner of the intersection of W. Broad Street (U.S. Route 250) and Dominion Boulevard, on parcel 747-760- 3077 and part of parcel 747-760-1291. The zoning is B-3C, Business District (Conditional). County water and sewer. <b>(Three Chopt)</b>
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40 Mr. Archer - Thank you. Is there anyone present who is opposed to the  
41 deferral of POD2015-00322, Corner Bakery at Car Care Shopping Center? I see no  
42 opposition. Mrs. Marshall?

43

44 Mrs. Marshall - I move POD2015-00322, Corner Bakery at Car Care Shopping  
45 Center, be deferred to the July 27, 2016 meeting per the applicant's request.

46

47 Mr. Witte - Second.

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49 Mr. Archer - Motion by Mrs. Marshall and seconded by Mr. Witte. All in favor  
50 say aye. All opposed say no. The ayes have it; the motion passes.

51

52 At the request of the applicant, the Planning Commission deferred POD2015-00322,  
53 Corner Bakery at Car Care Shopping Center, to its July 27, 2016 meeting.

54  
55 Ms. News - The next item is found on page 8 of your agenda and is located  
56 in the Three Chopt District. This is POD2016-00014, Bon Secours Short Pump at Broad  
57 Hill Centre – Revised. The applicant has requested a deferral to the July 27, 2016 meeting.

58  
59 *(Deferred from the May 25, 2016 Meeting)*

60 **PLAN OF DEVELOPMENT**

61

POD2016-00014  
Bon Secours Short Pump  
at Broad Hill Centre -  
Revised - 12320 West  
Broad Street (U.S. Route  
250)

**Timmons Group for Bon Secours Richmond Health System and PETRA:** Request for approval of a revised plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a two-story 49,750 square foot medical office building and a five-story 125,000 square foot medical office building. The 18.9-acre site is located on the north line of West Broad Street (U.S. Route 250), approximately 3,000 feet west of North Gayton Road, on parcel 731-766-2002. The zoning is O-3C, Office District (Conditional), R-6C, General Residential District (Conditional), and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

62

63 Mr. Archer - Okay. Is there anyone present who is opposed to the  
64 deferment of POD2016-00014, Bon Secours Short Pump at Broad Hill Centre – Revised?  
65 No opposition, Mrs. Marshall.

66

67 Mrs. Marshall - I move POD2016-00014, Bon Secours Short Pump at Broad  
68 Hill Centre – Revised, be deferred to the July 27, 2016 meeting, per the applicant's  
69 request.

70

71 Ms. Jones - Second.

72

73 Mr. Archer - Motion by Mrs. Marshall and seconded by Ms. Jones. All in  
74 favor say aye. All opposed say no. The ayes have it; the motion passes.

75

76 At the request of the applicant, the Planning Commission deferred POD2016-00014, Bon  
77 Secours Short Pump at Broad Hill Centre – Revised, to its July 27, 2016 meeting.

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79 Ms. News - The next item is on page 10 of your agenda and located in the  
80 Three Chopt District. This is POD2016-00169, GreenGate Section 1 – Architecturals. The  
81 applicant has requested a deferral to the July 27, 2016 meeting.

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86 (Deferred from the April 27, 2016 Meeting)  
87 **PLAN OF DEVELOPMENT - ARCHITECTURALS ONLY**  
88

POD2016-00169  
GreenGate Section 1 –  
12121 West Broad Street  
(U.S. Route 250)

**Kimley-Horn and Associates, Inc. for ME Nuckols, LLC:**  
Request for approval of architectural plans for a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 70 residential townhomes for sale and 10 single-family residential dwellings in an urban mixed-use development. The 9.52-acre site is located along the north line of Graham Meadows Drive, approximately 575 feet west of its intersection with North Gayton Road, on part of parcel 731-764-5533. The zoning is UMUC, Urban Mixed Use District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

89  
90 Mr. Archer - Okay. Is there anyone present who is opposed to the deferral  
91 of POD2016-00169, GreenGate Section 1 – Architecturals? No opposition.  
92

93 Mrs. Marshall - Mr. Chairman, I move POD2016-00169, GreenGate Section 1  
94 – Architecturals, be deferred to the July 27, 2016 meeting, per the applicant's request.  
95

96 Ms. Jones - Second.  
97

98 Mr. Archer - Motion by Mrs. Marshall and seconded by Ms. Jones. All in  
99 favor say aye. All opposed say no. The ayes have it; the motion passes.  
100

101 At the request of the applicant, the Planning Commission deferred POD2016-00169,  
102 GreenGate Section 1 – Architecturals, to its July 27, 2016 meeting.  
103

104 Ms. News - The next item is on page 11 of your agenda and located in the  
105 Three Chopt District. This is POD2016-00213, GreenGate Section 2 – Architecturals. The  
106 applicant has requested a deferral to the July 27, 2016 meeting.  
107

108 (Deferred from the April 27, 2016 Meeting)  
109 **PLAN OF DEVELOPMENT - ARCHITECTURALS ONLY**  
110

POD2016-00213  
GreenGate Section 2 –  
12121 West Broad Street  
(U.S. Route 250)

**Kimley-Horn and Associates, Inc. for ME Nuckols, LLC:**  
Request for approval of architectural plans for a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 49 residential townhomes for sale and 7 single-family residential dwellings in an urban-mixed use development. The 5.8-acre site is located along the north line of Graham Meadows Drive, approximately 1,500 feet west of its intersection with North Gayton Road, on part of parcel 731-764-5533. The zoning

is UMUC, Urban Mixed Use District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

111

112 Mr. Archer - All right. Is there anyone present who is opposed to the deferral  
113 of POD2016-00213, GreenGate Section 2 – Architecturals? Mrs. Marshall?

114

115 Mrs. Marshall - Mr. Chairman, I move POD2016-00213, GreenGate Section 2  
116 – Architecturals, be deferred to the July 27, 2016 meeting, per the applicant's request.

117

118 Mr. Witte - Second.

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

122

123 At the request of the applicant, the Planning Commission deferred POD2016-00213,  
124 GreenGate Section 2 – Architecturals, to its July 27, 2016 meeting.

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126 Ms. News - The next item is found on page 12 of your agenda and is  
127 located in the Tuckahoe District. This is POD2015-00391, Ample Storage, and includes  
128 the lighting plan, for Three Chopt Road. The applicant has requested a deferral to the  
129 September 28, 2016 meeting.

130

131 *(Deferred from the April 27, 2016 Meeting)*

132 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

133

POD2015-00391  
Ample Storage – Three  
Chopt Road – 10210  
Three Chopt Road

**Bay Companies, Inc. for Ample Storage Three Chopt, LLC and Richmond Retirement RES II, 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 demolish an existing single family home and construct two, two-story self-service storage facilities, totaling 120,190 square feet. The 3.78-acre site is located on the east line of Three Chopt Road, approximately 420 feet north of its intersection with Gaskins Road, on parcel 750-755-0814 and part of parcel 749-755-4576. The zoning is B-2C, Business District (Conditional) and R-6C, General Residence District (Conditional). County water and sewer. **(Tuckahoe)**

134

135 Mr. Archer - All right. Is there anyone present who is opposed to the deferral  
136 of POD2015-00391, Ample Storage - Three Chopt Road, including the lighting plan? No  
137 opposition.

138

139 Ms. Jones - I move the deferral of POD2015-00391, Ample Storage - Three  
140 Chopt Road, including the lighting plan, per the applicant's request, to the September 28,  
141 2016 meeting.

142  
143 Mrs. Marshall - Second.

144  
145 Mr. Archer - Motion by Ms. Jones and seconded by Mrs. Marshall. All in  
146 favor say aye. All opposed say no. The ayes have it; the motion passes.

147  
148 At the request of the applicant, the Planning Commission deferred POD2015-00391,  
149 Ample Storage - Three Chopt Road, including the lighting plan, to its September 28, 2016  
150 meeting.

151  
152 Ms. News - The next item is on page 15 of your agenda and located in the  
153 Fairfield District. This is POD2016-00229, Ample Self-Storage – Nine Mile Road, which  
154 also includes a lighting plan. The applicant has requested a deferral to the July 27, 2016  
155 meeting.

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157 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

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POD2016-00229                      **Bay Companies, Inc. for Ample Storage Laburnum**  
Ample Self-Storage - Nine **Avenue, LLC:** Request for approval of a plan of  
Mile Road - 4901 Nine development and lighting plan, as required by Chapter 24,  
Mile Road Section 24-106 of the Henrico County Code, to construct a  
two-story, 47,520 square foot self-storage facility. The 5.88-  
acre site is located on the south line of Nine Mile Road  
(State Route 33), approximately 500 feet east of its  
intersection with Laburnum Avenue, on part of parcel 811-  
723-1052. The zoning is M-1C, Light Industrial District  
(Conditional) and ASO, Airport Safety Overlay District.  
County water and sewer. **(Fairfield)**

159  
160 Mr. Archer - All right. Is there anyone present who is opposed to the deferral  
161 of POD2016-00229, Ample Self-Storage – Nine Mile Road? No opposition. With that I will  
162 move that POD2016-00229, Ample Self-Storage – Nine Mile Road, be deferred to the July  
163 27th meeting at the applicant's request.

164  
165 Ms. Jones - Second.

166  
167 Mr. Archer - Motion made by Mr. Archer and seconded by Ms. Jones. All in  
168 favor say aye. All opposed say no. The ayes have it; the motion passes.

169  
170 At the request of the applicant, the Planning Commission deferred POD2016-00229,  
171 Ample Self-Storage – Nine Mile Road, to its July 27, 2016 meeting.

172

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

174

175 Mr. Emerson - Mr. Chairman, if the Commission has no further deferrals to  
176 add this morning, the next item on the agenda are the expedited items. These will also be  
177 presented by Ms. News.

178

179 Ms. News - There are two items on our expedited agenda this morning.  
180 The first item is found on page 3 of your agenda and is located in the Fairfield District. This  
181 is a transfer of approval for POD-150-86, 53-01, and POD2011-00232, Parham Place I, II,  
182 and III, formerly the Parham Place Office Park. Staff recommends approval.

183

184 **TRANSFER OF APPROVAL**

185

POD-150-86, 53-01, and POD2011-00232 POD2016-00217, POD2016-00219, and POD2016-00220 Parham Place I, II, and III (Formerly Parham Place Office Park) – 1910 - 1950 E. Parham Road	<b>Dwayne Faria for SIR Properties Trust:</b> Request for transfer of approval as required by Chapter 24, Section 24- 106 of the Henrico County Code from JEDD of South Caroline, LLC and Parham Place II Associates, LLC to SIR Properties Trust. The 9.31-acre site is located on the north line of East Parham Road, approximately 200 feet west of Lydell Drive, on parcel 777-758-2319. The zoning is O-2C, Office District (Conditional). County water and sewer. <b>(Fairfield)</b>
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187 Mr. Archer - All right. Is there anyone present who is opposed to POD-150-  
188 86, 53-01, and POD2011-00232 (POD2016-00217, POD2016-00219, and POD2016-  
189 00220), Parham Place I, II, and III (formerly Parham Place Office Park)? All right. Then I  
190 move that this case be approved on the expedited agenda according to the staff report.

191

192 Mrs. Marshall - Second.

193

194 Mr. Archer - Motion made by Mr. Archer and seconded by Mrs. Marshall.  
195 All in favor say aye. All opposed say no. The ayes have it; the motion passes.

196

197 The Planning Commission approved the transfer of approval request for POD-150-86, 53-  
198 01, and POD2011-00232 (POD2016-00217, POD2016-00219, and POD2016-00220),  
199 Parham Place I, II, and III (formerly Parham Place Office Park), from JEDD of South  
200 Caroline, LLC and Parham Place II Associates, LLC to SIR Properties Trust, subject to the  
201 standard and added conditions previously approved.

202

203 Ms. News - The next item is on page 23 of your agenda and located in the  
204 Three Chopt District. This is SUB2016-00075, a landscape plan for Enclave at Bacova,  
205 Section 1, formerly Alvis Woods Section 2. Staff recommends approval.

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209

210 **LANDSCAPE PLAN**

211

SUB2016-00075  
Enclave at Bacova,  
Section 1  
(formerly Alvis Woods  
Section 2) –  
12200 Bacova Drive

**Youngblood, Tyler and Associates, P.C. for Welford Properties, LLC:** Request for approval of a landscape plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County Code. The 23.21-acre site is located on the north line of Bacova Drive, approximately 2,460 feet east of North Gayton Road, on parcel 737-766-1902. The zoning is R-3C, One-Family Residential District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

212

213 Mr. Archer - All right. Is there anyone present who is opposed to SUB2016-  
214 00075, Enclave at Bacova, Section 1, formerly Alvis Woods Section 2? I see no opposition.

215

216 Mrs. Marshall - Mr. Chairman, I move approval of the landscape plan for  
217 SUB2016-00075, Enclave at Bacova, Section 1, formerly Alvis Woods Section 2, on the  
218 expedited agenda, subject to the annotations on the plans and the standard conditions for  
219 landscape plans.

220

221 Ms. Jones - Second.

222

223 Mr. Archer - Motion by Mrs. Marshall and seconded by Ms. Jones. All in  
224 favor say aye. All opposed say no. The ayes have it; the motion passes.

225

226 The Planning Commission approved the landscape plan for SUB2016-00075, Enclave at  
227 Bacova, Section 1, formerly Alvis Woods Section 2, subject to the standard conditions  
228 attached to these minutes for landscape plans.

229

230 Ms. Jones - That completes our expedited agenda.

231

232 Mr. Archer - Thank you, Ms. News.

233

234 Mr. Emerson - Mr. Chairman, we now move on the Subdivision Extensions of  
235 Conditional Approval. Those will be presented by Mr. Lee Pambid. You do have one this  
236 morning that is an action item.

237

238 **SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL**

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**EXTENSIONS – FOR PLANNING COMMISSION APPROVAL**

Subdivision	Original No. of Lots	Remaining Lots	Previous Extensions	Magisterial District	Recommended Extension
SUB2011-00042 (SUB-005-11) Townes at Oakley's Bluff, The (June 2011 Plan)	131	86	4	Varina	6/21/2017

252  
253  
254

**EXTENSIONS - FOR INFORMATIONAL PURPOSES ONLY**

Subdivision	Original No. of Lots	Remaining Lots	Previous Extensions	Magisterial District	Recommended Extension
SUB2015-00061 Carriage Homes at Parham Place (June 2015 Plan)	187	57	0	Brookland	6/21/2017

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Mr. Archer - Good morning, Mr. Pambid.

Mr. Pambid - Good morning. This map indicates the location of two subdivisions which are presented for extensions of conditional approval. Carriage Homes at Parham Place, June 2015 plan, is eligible for a one-year extension to June 21, 2017. This is for informational purposes only and does not require Commission action at this time.

The other conditional subdivision is the Townes at Oakley's Bluff, June 2011 plan. That's located in the Varina District. Per Section 19-64(b) of the Subdivision Ordinance, any subdivision extensions exceeding 60 months from the date of conditional approval—in this case, June 22, 2011—need approval from the Planning Commission. Therefore, this extension requires Commission action. Staff recommends extension of this conditional approval for one year to June 21, 2017.

This concludes my presentation. Staff can now field any questions you have regarding these.

Mr. Archer - Thank you, Mr. Pambid. Are there questions from the Commission? Are there questions from the audience? Is there anyone here who is opposed to this extension? In Mr. Leabough's absence I move for the subdivision extension for SUB2011-00042 (SUB-005-11), Townes at Oakley's Bluff (June 2011 Plan).

Mr. Witte - Second.

281 Mr. Archer - Thank you, Mr. Witte. Motion made by Mr. Archer, seconded  
282 by Mr. Witte. All in favor say aye. All opposed say no. The ayes have it; the motion passes.  
283

284 The Planning Commission approved the extension of conditional approval for SUB2011-  
285 00042 (SUB-005-11) Townes at Oakley's Bluff (June 2011 Plan) to June 21, 2017.  
286

287 Mr. Emerson - Mr. Chairman, we now move on to your regular agenda to page  
288 4 and also to page 1 of you amended agenda for POD2016-00188, RK&K, LLP for HCA  
289 Health Services of VA, Inc., Henrico Doctors' Hospital FCP, LLC, and County School  
290 Board of Henrico County, Virginia. The staff report will be presented by Ms. Christina  
291 Goggin.  
292

293 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**  
294

POD2016-00188 Henrico Doctors' Hospital Forest Campus MOB 4 – 1602 Skipwith Road	<b>RK&amp;K, LLP for HCA Health Services of VA, Inc., Henrico Doctors' Hospital FCP, LLC, and County School Board of Henrico County, Virginia:</b> Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a 4-story 98,400 square foot medical office building. The 7.64-acre site is located approximately 700 feet west of Skipwith Road at the northern terminus of Parkline Drive on part of parcels 760-744-1480, 761-744- 2028, and 761-745-3004. The zoning is O-3C, Office District (Conditional). County water and sewer. <b>(Three Chopt)</b>
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296 Mr. Archer - Thank you, sir. Is there anyone present who is opposed to  
297 POD2016-00188, Henrico Doctors' Hospital Forest Campus MOB 4? We do have  
298 opposition. We'll get to you. Thank you. Good morning, Ms. Goggin.  
299

300 Ms. Goggin - Good morning. This proposal is to construct a four-story,  
301 98,400-square-foot medical office building on the existing Henrico Doctors' Hospital  
302 campus. This first floor of the building will provide oncology services and an imaging  
303 center. Floors 2 through 4 will be general medical office space. Both the layout and the  
304 lighting plans presented today are consistent with the proffers associated with zoning case  
305 REZ2015-00032.  
306

307 HCA, the developer, held four community meetings and the project was presented at two  
308 public hearings between November 2015 and February 2016 pertaining to the rezoning of  
309 the property for medical use. The Planning Department utilized the same notification list  
310 for the POD meeting notification as was used during the rezoning and community  
311 meetings. As of yesterday afternoon, staff had not been contacted by citizens concerning  
312 this meeting.  
313

314 As you can see here on this plan, the proposed building provides a 144-foot setback from  
315 the Three Chopt Elementary School property line to the four-story structure and a 100-foot

316 setback from the one-story imaging center, and a 175-foot setback from Tuckahoe Hills  
317 subdivision to the south. The building meets the 75-foot height limitation of the proffers.  
318

319 The building will utilize brick and EIFS that will match the existing buildings with sandstone  
320 accents, aluminum curtain walls to allow natural lighting to access public spaces within the  
321 building, and an exposed steel and glass canopy similar to the existing emergency room  
322 canopy addition and the Women's Center currently under construction. The material and  
323 the design comply with the adopted proffers and elevations provided at the time of the  
324 rezoning.  
325

326 This is the schematic landscape plan. There is a 35-foot proffered transitional buffer  
327 between Tuckahoe Hills to the south and a 25-foot buffer adjacent to the elementary  
328 school, which will retain all healthy trees over six inches in diameter and will be  
329 supplemented with six-foot-tall evergreen trees. These buffers will be supplemented with  
330 an eight-foot-tall black PVC-coated fence with black screen mesh fabric. The buffer next—  
331

332 **[Technical difficulty with audio – first audio file ends and second one begins.]**  
333

334 Mr. Archer - You may resume.  
335

336 Ms. Goggin - Okay. I'll start at the beginning of the paragraph, just in case.  
337 Let's see, There is a 35' buffer between Tuckahoe Hills to the south and a 25' buffer  
338 adjacent to the elementary school, which will retain all healthy trees over 6 inches in  
339 diameter and be supplemented with 6' evergreen trees. These buffers will also be  
340 supplemented with an 8-foot tall black PVC coated chain link fence with black screening  
341 mesh fabric. The buffer next to Tuckahoe Apartments will be landscaped as shown on the  
342 conceptual landscape plan in your packet. The landscape plan will return to the Planning  
343 Commission for review and approval.  
344

345 The applicant has submitted a lighting plan with their plan of development for Planning  
346 Commission review and approval. The applicant proposes LED lights on 22' tall poles with  
347 3' bases. The parking lot lighting will be reduced to security lighting after business hours.  
348 The applicant has provided house-side shields on the five lights adjacent to Tuckahoe Hills  
349 and Tuckahoe Creek Apartments, keeping the spill light levels to less than half a foot  
350 candle at the property line in accordance to proffers. Additionally, the applicant proffered  
351 occupancy sensors to be installed in the portions of the offices of the medical buildings  
352 facing south.  
353

354 Staff recommends approval subject to the annotations on the plans, the standard  
355 conditions for developments of this type, conditions 11B, and additional conditional 29  
356 through 32 in the agenda.  
357

358 Malachi Mills and Rachael McKinney, the project's engineers, are here, as well as Tommy  
359 Ladd, representing Henrico Doctors' Hospital, Forest Campus. I would be happy to answer  
360 any questions you may have. And we also have Thomas McConnell from Public Works,  
361 Engineering Division, should any questions arise for them.

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Mr. Archer - Thank you so much, Ms. Goggin. Are there questions for Ms. Goggin from the Commission? No questions.

We do have opposition. Before we begin the presentation, Mr. Secretary, would you explain the rules for opposition presentations?

Mr. Emerson - Yes sir, Mr. Chairman. As you've noted, the Planning Commission does have guidelines regarding the conduct of its public hearings, and they are as follows: The applicant is allowed ten minutes to present the request and time may be reserved for responses to testimony. The opposition is allowed a cumulative ten minutes to present its concerns, meaning everyone that wishes to speak should fit into those ten minutes. Commission questions do not count into the time limits. The Commission may waive the time limits for either party at its discretion. All comments must be directly related to the case under consideration.

Mr. Archer - Thank you, Mr. Emerson. Mrs. Marshall, do you want to hear from the presenters or the opposition first?

Mrs. Marshall - The opposition, please.

Mr. Archer - Would the opposition please come forward and state your name and address for the record.

Mr. Grieves - My name is Jeff Grieves. I live on the bordering property. Could you bring up the landscape plan please?

Mr. Archer - Excuse me, sir. Would you spell your last name, please?

Mr. Grieves - G-r-i-e, v like Victor, e-s. With respect to Ms. Goggin, I just met her today, and we spoke briefly. When she asked what our questions were, she had said, "Well you should have brought this up before." We have been bringing up these questions since day one.

My first opposition is with respect to the 35-foot buffer. We're not opposed to the 35-foot buffer. We had argued the County has a 25-foot buffer and HCA has increased it to 35. I'm sure Mr. Axelle would agree that we had asked it to be an undisturbed buffer. When some of the people said that they had walked out and looked at the property, we had said well we have bamboo out there. And they said, "Well, we never saw it." So that tells us that they never went out and looked at the property. There is about 15 feet of bamboo that's out there, and it's an incredibly good shield. We would like that to stay. We're asking for that to stay. That's less than six inches. If they say that they're going to have everything less than six inches be removed, we'd like that to stay. It's about 10 to 15 feet into the 35 feet. We'd like that to not be removed because it's an incredibly good buffer shield. If it's not, quote-unquote, undisturbed, that will be ripped out, and we'd like that not to be ripped out. And it's within the 35-foot buffer zone.

408

409 The second one—and it's really important to us. We're not engineers. I shot a transit from  
410 my property and Jennie, my neighbor's property. From my property to where the parking  
411 lot's going to be, there's a 17-foot height difference. Now, like I said, I'm not an engineer,  
412 but we're concerned with where the water's going to go. Now they did say they're going to  
413 put all these pipes and everything, but I just—I mean I don't see it. The parking lot's going  
414 to be 17 feet higher than my property, which means that not only is the building going to  
415 be higher, but the parking lot's going to be higher.

416

417 Just to throw a case out there, in heavy snow, they're going to push all the snow to the  
418 end of the driveway, which is going to be in my backyard and in her backyard. So when it  
419 all melts, it's all going to come into our backyard. That's a big concern for us. It's not going  
420 to go into the pipes and everything. It's all going to melt and go in our backyards. We're  
421 concerned with that. And we did bring it up, and all the engineers promised and swore,  
422 "Oh, no, no, it's not going to happen." Well, I mean, you can't fight Mother Nature; water's  
423 going to go where it's going to go. And it's all going to go downhill. When it goes downhill,  
424 it's going to go into our yards. You can swear and swear up and down it's not going to go,  
425 but the driveway's going to slope somewhere. And when it's 17 feet down to our place, it's  
426 going to go somewhere else.

427

428 And as far as the lighting, we also asked the lights that are in our backyard, we asked that  
429 those be motion sensor. And they said, "Well, we can't do that because of expense." Well,  
430 they got the property for a song. We don't understand why they can't put those five lights  
431 as motion lights. And then they said—they came up with something else. Well, motion  
432 lights aren't really that expensive. I went online and I looked. They're really not that  
433 expensive. I don't understand why they can't be motion lights on the back.

434

435 Those are my only three oppositions. Thank you.

436

437 Mr. Archer - All right. Are there questions for Mr. Grieves before he sits?

438

439 Ms. Jones - I do have a question. Mr. Grieves, you raised valid points, and  
440 I'm sure we can get that answered for you. But I was just wondering, have you ever had  
441 motion sensor lights on your property?

442

443 Mr. Grieves - We've had motion sensor lights in parking lots before, yes. I  
444 have motion sensor light on my garage. I've got motion sensor lights in the back of my  
445 house. I back up to that property. There are raccoons and possums that live on that  
446 property right now. They actually come into my yard, and they turn the lights on, yes.

447

448 Ms. Jones - That's the reason I was asking. My husband and I gave motion  
449 sensor lights a try a number of times and found that we were constantly having lights on  
450 and off as wildlife and whatever happened or our neighbors—who knows. It was  
451 distracting. So I just didn't know whether you might be careful what you wish for as far as  
452 that goes. That's my only question. Thank you.

453

454 Mr. Grieves - Yes. I have one on the back of my shed, and I've got them in  
455 the backyard.  
456  
457 Ms. Jones - We got rid of ours. It just wasn't worth the constant on and off.  
458 But I'm sure we'll have an answer for your question.  
459  
460 Mr. Archer - All right. Thank you, Ms. Jones. Any other questions? Mrs.  
461 Marshall?  
462  
463 Mrs. Marshall - No. I wanted to hear from the engineer from HCA. And I'd like  
464 to hear from Architectural about the buffer.  
465  
466 Mr. Archer - Okay. Would you all please come forward? Thank you, Mr.  
467 Grieves.  
468  
469 Mr. Grieves - Thank you.  
470  
471 Mr. Archer - Was there anybody else in opposition who wanted to speak,  
472 by the way? You did want to speak, ma'am? I'm sorry. Will you all just hold—  
473  
474 Ms. Jenny Jones - [Off microphone.] Well, can they speak first? Because some of  
475 my concerns might be addressed, if that's okay.  
476  
477 Mr. Archer - Oh, okay. Fine.  
478  
479 Mr. Mills - Good morning. My name is Malachi Mills. I'm with RK&K  
480 Engineers, and I represent HCA for the POD. If there are not any other specific questions,  
481 Mrs. Marshall, in response to the neighborhood opposition. During the public meetings  
482 that we did have, the lighting issue was spoken to when we met at the school. The motion  
483 sensor, my concern was imposing something that police and safety would possibly object  
484 to. I don't think we were specifically objecting to it. It wasn't a cost issue. It was at the time  
485 thinking about how would we word a proffer and do some zoning. I was reticent to adopt  
486 any of that without input from the police and security. Motion sensor, I wouldn't recommend  
487 it myself. We're not offering it right now. Certainly we can review that. I do have concerns,  
488 as Ms. Jones had mentioned, about off and on, off and on, or that when it's actually  
489 necessary and they're off and something isn't working right, they don't come on. So it's  
490 more of a safety concern. It isn't really an objection. I don't have an answer for that. We  
491 can certainly work with staff to fine tune that. I don't think I'm getting that recommendation  
492 from staff on the POD or lighting review. We've shielded those lights, and they do provide  
493 the minimum security. I think that you do want to see that light in the distance as you would  
494 approach a vehicle, anyone leaving the building, or as campus security would drive by,  
495 they wouldn't have to go through there to trigger lights in order to see if there's something  
496 going on in that buffer area.  
497  
498 Mrs. Marshall - So you have not presented to Henrico Police the effect of  
499 having motion sensor? Have we presented to them security-wise for that?

500  
501 Mr. Mills - We've gone through review with the police, the POD review.  
502 We haven't specifically said—  
503  
504 Mrs. Marshall - But not with motion sensors.  
505  
506 Mr. Mills - Right. But it's more of just security. I don't want to be dictating  
507 that. It can be reviewed. If it's a recommendation or feasible from their standpoint, then  
508 we'd certainly consider it.  
509  
510 Mr. Thornton - Mr. Chairman?  
511  
512 Mr. Archer - Yes, Mr. Thornton.  
513  
514 Mr. Thornton - I'm not clear at what the gentleman's saying about the lights in  
515 reference to the statement by the citizen. Would you clarify that again for me? It's not very  
516 clear what I understood you're saying here. My question very simply is could you  
517 accommodate that aspect that the citizen is requesting?  
518  
519 Mr. Mills - We could certainly accommodate it, if it's a recommendation  
520 from County police and from a safety standpoint if it's appropriate.  
521  
522 Mrs. Marshall - I would like to have it at least go through the County police for  
523 their opinion on that.  
524  
525 Mr. Mills - Sure, and right now we've filed the POD with the lighting and  
526 the preliminary landscaping, and that's under review. We can certainly follow up with that  
527 specifically.  
528  
529 Mrs. Marshall - So we can follow up with them.  
530  
531 Mr. Mills - Yes, ma'am.  
532  
533 Mrs. Marshall - Okay.  
534  
535 Mr. Mills - From a technical standpoint or security standpoint, I kind of  
536 leave it to them to make the final decision on it. But we will continue to pursue that. And if  
537 it is something that is a recommendation or feasible from their standpoint, then we would  
538 work to try to get that done with the final landscape—or lighting plan.  
539  
540 Mr. Emerson - That landscaping plan currently is required to come back, but  
541 not the lighting plan. So that could be added.  
542  
543 Mr. Mills - So we can get that straight at review of the POD and lighting  
544 plan approval. Specific to the landscaping question that came up. I had met with the  
545 citizens out there, with Mr. Grieves and Ms. Jones, and had walked the site. I've been out

546 there several times. And certainly the bamboo area, the natural vegetation that exists out  
547 there, we recognize that it varies. There's bamboo, there's some laurel and some  
548 evergreens up one side, and then it gets into more open space where the hardwoods are.  
549

550 What we've tried to do is where we were saving the trees—we had done a tree survey and  
551 identified the trees six inches or larger. And the ones that we could save within that 35-  
552 foot buffer, that's what we were doing. We want to protect it. We don't want to force  
553 disturbing in between. We provide all those plantings to enhance everything out there. And  
554 during the citizen meetings we had prior to the zoning, we had discussions about, okay,  
555 let's identify that bamboo as we go through the details on the final landscape plan. If there  
556 is something behind a particular lot, some evergreen or something that they also would  
557 want to save, we certainly don't want to be removing something that is important, that  
558 provides buffer today that'll take another five years to grow back into place. So we're open  
559 to that. So as the landscape plan comes along, we could then isolate those areas. And  
560 then what else could be saved, we certainly don't want to be disturbing something that  
561 doesn't need to be. Because then we're going to have to go back in there and plant it.  
562

563 All the plantings that are shown were enhancements to, and we wanted to meet the heavier  
564 transitional buffering underneath the overstory of the existing mature trees that could be  
565 saved. So we can certainly refine that, and that can be part of the landscape plan as it  
566 gets fully developed. But I think we would review that once the on-site portion is cleared  
567 and then we can see the results of that. The important thing is that we wouldn't be  
568 disturbing it initially. We'd stay out of that until we have a final landscape plan detail. So  
569 we'll certainly hold to saving the bamboo or any of the other vegetation that's in there.  
570

571 Mrs. Marshall - I would like to see the 15 feet of bamboo preserved.  
572

573 Mr. Mills - Sure. It's very useful. Again, it's part of the setting that the  
574 neighbors have. We want to be as least disruptive as possible back there. We'll honor that,  
575 yes ma'am.  
576

577 Mrs. Marshall - Okay.  
578

579 Mr. Mills - On the drainage, again, the grades—meeting with the  
580 neighbors and walking, there is that grade differential that Mr. Grieves cites. From the back  
581 property line, there's a low flow area, and it does drop down. Where the majority of the  
582 building sits, it comes back up. So there is a low area that gets filled, but it's not that the  
583 building is 16 feet above the property line. It varies, but it sits maybe three or four feet  
584 above. So when we fill that low area that's out there currently, it becomes a parking lot, we  
585 cut off about five or six acres that drains from the back of the school, and then what's  
586 onsite, we're directly that to the existing stormwater facility that separates this property  
587 from the apartments. It's all onsite on our site, and then it drains down towards Cheswick  
588 Park.  
589

590 So, we cut off all that drainage that currently drains behind Ms. Jones's site. We cut all  
591 that off. I can't speak to how they would plow the snow, but it probably would all—

592 everything surface-wise would drain down to the low edge where the stormwater area is,  
593 which is really between us and the apartments. We have a strip of land there, and that's  
594 where our piping system is. So we cut off about five acres that drains right near the back  
595 corner of the subdivision now. We'll cut about 4-1/2 acres of that off. And all that would  
596 continue to drain; it would just be this undisturbed buffer. The grade differential as we  
597 come down the grade towards Parkline, we do have about a five- or maybe a six-foot fill  
598 as we turn the corner, but that's where—we're staying out of that creek, and we're buffering  
599 and saving those trees. So we do have a fill area down there low, but it's not 16 feet.

600

601 Mrs. Marshall - Is any of the water that they're talking about, whether it be  
602 snow or rain, is that going to—what you're saying is it's going to be taken away. It's not  
603 going to affect their yard.

604

605 Mr. Mills - Correct, right. We're cutting off what's draining in that low area  
606 now and directing it on site and then into stormwater management. It's been sized to take  
607 the 10 and larger storm to meet the current stormwater management criteria. There will be  
608 drainage that will continue to drain there, but that's just within that undisturbed buffer. We  
609 can't do anything with that area of drainage. So we really reduce what gets there now.

610

611 Mrs. Marshall - Okay. Questions?

612

613 Mr. Archer - Anything further for Mr. Mills? Mr. Witte.

614

615 Mr. Witte - There was an issue brought up about snowplows. It's my  
616 understanding that snow is going to produce less runoff over a short period of time than  
617 rain. Would you agree?

618

619 Mr. Mills - Yes, sir. It's melting. All that quantity is there.

620

621 Mr. Witte - So, even if they push the snow in that direction, it shouldn't  
622 cause any more disturbance that basically a light rain?

623

624 Mr. Mills - Correct, yes, sir.

625

626 Mr. Witte - Okay. Thank you.

627

628 Mr. Archer - All right. Anyone else? Thank you, Mr. Mills.

629

630 Mr. Mills - Sure. Thank you.

631

632 Mr. Archer - Anyone else you wanted to hear from, Mrs. Marshall? Ma'am,  
633 we're going to get to you in a second. Did you hear the answer to anything you wanted to  
634 ask about? Come on up, please, if you would, and state your name.

635

636 Ms. Jenny Jones - My name is Jenny Jones. I live at 7518 Woodley Road. I didn't  
637 have a formal presentation. I didn't know exactly how this would proceed. But I have more

638 concerns and questions that I think should be answered. I don't know whether you can do  
639 that now or whether I need to have somebody do that.

640

641 Mr. Archer - We'll give it our best try, Ms. Jones.

642

643 Ms. Jenny Jones - I want to reiterate what—

644

645 Ms. Jones - Excuse me. Could you just pull that a little closer to you so we  
646 can hear you a little better?

647

648 Ms. Jenny Jones - I want to just reiterate what Mr. Grieves said about the lighting.  
649 He addressed the lighting in the parking lot. I'm addressing the lighting in the building itself,  
650 which I understand should have sensors on it. I can see the lights from the existing medical  
651 office building now. They are on all night. And I can see them now. So I'm hoping that  
652 since this building is going to be so much closer, that they will do something about the  
653 lights in there. I understand it should be in the proffers that they would be on timers. But I  
654 want to make sure that that's going to happen.

655

656 I'm also concerned about the landscaping. I think that has been answered somewhat. The  
657 drainage. The noise. Again, I can hear the hospital all night in the existing buildings. I hope  
658 that that has been addressed with the new building, whether we can hear the generators  
659 again. But it's very disturbing even now.

660

661 My questions are mainly, has this property already been sold? Is it ready to go? It was  
662 pushed through quickly. We were told it was going to start immediately, and here we are  
663 still not knowing what and when this is going to take place. I would like to know when the  
664 construction will start, where the staging area for this is going to be, how long will this take?  
665 There was a concern in the paper recently about paving material used in parking lots. I'm  
666 sure this has been addressed, but I would like to know more. Not only could be hazardous  
667 to the workers but also to the community and people who have to use these parking lots.  
668 Traffic is another concern. Trying to get out now onto Skipwith at certain hours is very  
669 difficult.

670

671 I'd also like to know: during the construction is there going to be any kind of temporary  
672 barrier between our properties? Is anything going to go up between say our property line  
673 and where you are going to be working?

674

675 I'd also like at some point to get names and numbers of people to contact in case there  
676 are situations that we need to address. That would be helpful.

677

678 I guess that's mainly it. If anybody can answer these questions now, I'd appreciate it. If  
679 not, then give me some contacts and references that I can address these to.

680

681 Mr. Archer - Mrs. Marshall, would you like to have the applicant answer  
682 these questions.

683

684 Mrs. Marshall - Please. Mr. Axelle, you might want to touch on the inside  
685 lighting.

686

687 Mr. Emerson - Mr. Chairman, as Mr. Axelle approaches, I will note that many  
688 of these questions were answered during the rezoning process. It's not in the purview of  
689 this body to respond to whether or not the property has been sold by the Henrico School  
690 Board. It's under contract to be sold. Their name is still on the application. This is part of  
691 the construction process in response to that. These plans being filed are moving along in  
692 a timely manner. And the applicant, I assume, can answer the question regarding  
693 timelines. But traffic and all these items were addressed during the community meeting  
694 and during the rezoning.

695

696 The staff contact for you, Ms. Jones, would be Ms. Goggin, who is sitting there in front of  
697 you. She will give you her name and phone number before you leave today.

698

699 Mr. Archer - All right, thank you, Mr. Secretary. Appreciate that.

700

701 Mr. Axelle - This is Bill Axelle. In response to Mrs. Marshall's comments,  
702 I can answer some of the questions. The property has not been transferred yet. It is  
703 contingent upon zoning and this process. But it is anticipated that that will take place  
704 shortly.

705,

706 As far as the lighting, windows of the offices facing the property and further up, there is a  
707 provision in proffer 18, I think, that there will be motion sensors—not timers, but motion  
708 sensors as you see in a lot of buildings now. If no one's in that office, the light goes off at  
709 a certain point in time. That has already been addressed.

710

711 The date of construction commencement I do not think has been set. At least it's not been  
712 shared with me. But quite frankly, it probably wouldn't, with my role, be shared. But it is all  
713 contingent upon final approvals, the lighting of the job, and so forth.

714

715 You can maybe answer—if she could introduce herself and talk about the lighting issue.

716

717 Ms. Whitney - Hello. My name is Kelly Whitney. W-h-i-t-n-e-y. I'm with  
718 Perkins and Will. I'm representing HCA and the hospital.

719

720 As far as the lighting inside, we do have the motion sensor lighting on the building in the  
721 actual offices. That's utilized throughout the day and evening. So that is included in the  
722 project.

723

724 As far as construction, as he stated earlier, it's contingent on approval as well as the land  
725 acquisition. But potentially it could start as early as October. But the duration we don't  
726 know at this point in time until we get a contractor on board to give out the full duration. As  
727 far as lay-downs, the goal would be to not have the laydown or staging areas around the  
728 housing area. But at that point in time, that's going to be decided once the contractor is on

729 board on where the actual staging would be. But it would not be in the back portion of the  
730 property.

731

732 Mrs. Marshall - So there will be something between their property and where  
733 the construction is taking place.

734

735 Ms. Whitney - Yes. Typically on these projects they'll do construction fencing  
736 around the property as well to secure for theft and everything else and so there's no access  
737 and people cannot get injured during the night or whatever as well or just walking on the  
738 property while construction is going on. So there will be a construction fence around the  
739 property. Is that everything?

740

741 Mrs. Marshall - Generators?

742

743 Ms. Whitney - Generators. The generator is located in this location. And it is  
744 surrounded by a wall, and then this is the vault, which is almost a two-foot thick concrete  
745 wall. Generators are only utilized in times when you do not have power. Generators kick  
746 on to ensure the safety of the patient, to finish procedures and everything. This is a medical  
747 office building with a cancer center component. The generator is really only for the cancer  
748 center piece of that project. As it is typically required by healthcare, the generators are  
749 tested once a month, and then they only kick on with an actual power outage.

750

751 Mr. Archer - Anything further?

752

753 Mrs. Marshall - Thank you.

754

755 Mr. Archer - Thank you, ma'am. Mrs. Marshall, how would you like to  
756 proceed?

757

758 Mrs. Marshall - Are there any more questions?

759

760 Mr. Archer - Any more questions from the Commission? I don't think so,  
761 ma'am.

762

763 Mrs. Marshall - Mr. Chairman, I move POD2016-00188, Henrico Doctors'  
764 Hospital Forest Campus MOB 4, including the lighting plan, be approved subject to the  
765 annotations on the plans, the standard conditions for developments of this type, additional  
766 conditions 9 and 11 amended, and 29 through 32 on the agenda, and added condition 11B  
767 in the addendum.

768

769 Mr. Witte - Second.

770

771 Mr. Archer - Motion by Mrs. Marshall and seconded by Mr. Witte. All in favor  
772 say aye. All opposed say no. The ayes have it; the motion passes.

773

774 The Planning Commission approved POD2016-00188, Henrico Doctors' Hospital Forest  
775 Campus MOB 4, subject to the annotations on the plans, the standard conditions attached  
776 to these minutes for developments of this type, and the following additional conditions:  
777

778 9. **AMENDED** - A detailed landscaping plan shall be submitted to the Department of  
779 Planning for review and Planning Commission approval prior to the issuance of any  
780 occupancy permits.

781 ~~11B. **ADDED**: Prior to the approval of an electrical permit application and installation of~~  
782 ~~the site lighting equipment, a plan including light spread and intensity diagrams,~~  
783 ~~and fixture specifications and mounting heights details shall be revised as~~  
784 ~~annotated on the staff plan and included with the construction plans for final~~  
785 ~~signature.~~

786 11. **AMENDED ADDED** - Prior to the approval of an electrical permit application  
787 and installation of the site lighting equipment, a plan including depictions of  
788 light spread and intensity diagrams, and fixture specifications and mounting  
789 height details shall be submitted for Department of Planning review and  
790 Planning Commission approval.

791 29. The right-of-way for widening of Forest Avenue as shown on approved plans shall  
792 be dedicated to the County prior to any occupancy permits being issued. The right-  
793 of-way dedication plat and any other required information shall be submitted to the  
794 County Real Property Agent at least sixty (60) days prior to requesting occupancy  
795 permits.

796 30. The proffers approved as a part of zoning case REZ2015-00032 shall be  
797 incorporated in this approval.

798 31. Approval of the construction plans by the Department of Public Works does not  
799 establish the curb and gutter elevations along the Henrico County maintained right-  
800 of-way. The elevations will be set by Henrico County.

801 32. The location of all existing and proposed utility and mechanical equipment  
802 (including HVAC units, electric meters, junction and accessory boxes, transformers,  
803 and generators) shall be identified on the landscape plans. All equipment shall be  
804 screened by such measures as determined appropriate by the Director of Planning  
805 or the Planning Commission at the time of plan approval.  
806

807 Mr. Emerson - Mr. Chairman, we now move on to page 17 of your regular  
808 agenda and page 1 of your amended agenda for POD2016-00187 Draper Aden  
809 Associates for CDA P&S Outparcel, LLC and MGB Development Services, LLC. The staff  
810 report will be presented by Mr. Lee Pambid.  
811

812 **PLAN OF DEVELOPMENT**  
813

POD2016-00187  
FMC Laurel Park MOB at  
4008 E. Parham Road

**Draper Aden Associates for CDA P&S Outparcel, LLC and MGB Development Services, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 7,300 square foot medical office building. The 1.02-acre site is located on the north line of

East Parham Road, approximately 350 feet west of its intersection with Staples Mill Road (U.S. Route 33), on parcel 769-755-6835. The zoning is O-2C, Office District (Conditional). County water and sewer. **(Brookland)**

814

815 Mr. Archer - Thank you, sir. Is there anyone present who is opposed to  
816 POD2016-00187, FMC Laurel Park MOB at 4008 E. Parham Road? I see no opposition.  
817 Good morning, Mr. Pambid.

818

819 Mr. Pambid - Good morning. Proposed is a 7,300-square-foot medical office  
820 building on a site with an existing shared access drive that was developed with the POD  
821 for Panera Bread and Retail Shops at 8808 Staples Mill Road. That was POD-02-07. The  
822 proffers of zoning case C-62C-06 apply. Ten-foot transitional buffers are required along  
823 the north and west property lines. Those are these property lines to the north and to the  
824 west.

825

826 Since the distribution of the agenda packets, staff has received two items. One, a revised  
827 layout that changes the stormwater design, moving storage pipes out of the required  
828 transitional buffer. That's along this transitional buffer here. And two, revised black-and-  
829 white and rendered elevations changing the building material to brick and eliminating the  
830 previously shown Hardie plank, as well as adding certain architectural features such as  
831 quoins and splayed brick headers over the windows. These are in your addendum.

832

833 This is a revised color rendering depicting the proposed elevations.

834

835 Staff recommends that this plan be approved with the annotations on the plan, standard  
836 conditions for developments of this type, and additional conditions 29 through 33.

837

838 This concludes my presentation. I can now field any questions you have regarding this.  
839 Glen Custis, engineer with Draper Aden Associates, is also here.

840

841 Mr. Archer - Thank you, Mr. Pambid. Are there questions from the  
842 Commission? No questions. Mr. Witte, how would you like to proceed, sir?

843

844 Mr. Witte - Well, Mr. Chairman, I want to make a little comment first. Mr.  
845 Pambid has achieved all the goals I've asked him to. And the applicant's been very  
846 gracious to work with, and I appreciate that. So with that, I move approval of POD2016-  
847 00187, FMC Laurel Park MOB at 4008 E. Parham Road, as presented, subject to the  
848 annotations on the plans, standard conditions for developments of this type, additional  
849 conditions 29 through 33 as shown on the agenda, as well as the revised architectural  
850 elevations.

851

852 Mrs. Marshall - Second.

853

854 Mr. Archer - Motion by Mr. Witte and seconded by Mrs. Marshall. All in favor  
855 say aye. All opposed say no. The ayes have it; the motion passes.

856

857 The Planning Commission approved POD2016-00187, FMC Laurel Park MOB at 4008 E.  
858 Parham Road, subject to the annotations on the plans, the standard conditions attached  
859 to these minutes for developments of this type, and the following additional conditions:

860

861 29. A concrete sidewalk meeting County standards shall be provided along the north side  
862 of East Parham Road.

863 30. Outside storage shall not be permitted.

864 31. The proffers approved as a part of zoning case C-62C-06 shall be incorporated in  
865 this approval.

866 32. Evidence of a joint ingress/egress and maintenance agreement must be submitted  
867 to the Department of Planning and approved prior to issuance of a certificate of  
868 occupancy for this development.

869 33. The location of all existing and proposed utility and mechanical equipment  
870 (including HVAC units, electric meters, junction and accessory boxes, transformers,  
871 and generators) shall be identified on the landscape plans. All equipment shall be  
872 screened by such measures as determined appropriate by the Director of Planning  
873 or the Planning Commission at the time of plan approval.

874

875 Mr. Emerson - Mr. Chairman, we now move on to page 19 of your agenda for  
876 POD2016-00233, Willmark Engineering, PC for Short Pump Office, LLC. The staff report  
877 will be presented by Ms. Aimee Crady.

878

879 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

880

POD2016-00233  
Boomerang Air Sports @  
Towne Center West - 205  
Towne Center West  
Boulevard

**Willmark Engineering, PLC for Short Pump Office, LLC:**  
Request for approval of a plan of development and lighting  
plan, as required by Chapter 24, Section 24-106 of the  
Henrico County Code, to construct a one-story 25,812  
square foot indoor recreation facility with a 2,384 square  
foot additional mezzanine area in an existing shopping  
center. The 2.65-acre part of the 42.39-acre site is on the  
north line of Towne Center West Boulevard (private),  
approximately 1,650 feet east of North Gayton Road, on  
parcel 736-764-0871. The zoning is B-2C, Business District  
(Conditional) and WBSO, West Broad Street Overlay  
District. County water and sewer. **(Three Chopt)**

881

882 Mr. Archer - All right, thank you. Good morning, Ms. Crady.

883

884 Ms. Crady - Good morning.

885

886 Mr. Archer - Is there anyone present who is opposed to POD2016-00233  
887 Boomerang Air Sports at Towne Center West? No opposition. Ms. Crady.

888

889 Ms. Crady - Good morning again. All right. The applicant is proposing an  
890 indoor recreation facility within the existing Towne Center West Shopping Center. There's  
891 a lot going on out there right now. The pad site location, which you can see on this aerial  
892 here, was originally intended to be a continuation of strip retail space. But the plan that  
893 you see today is designed to complement the surrounding shopping center with  
894 architecture compatible with the previously approved and constructed buildings on the site.  
895 That would be with the parapet wall, cornice, and primarily brick face, meeting proffered  
896 requirements. There is also a mix of beige block and EIFS, which is also consistent with  
897 especially the Short Pump Medical Center. They're using the same colors and types of  
898 materials.

899  
900 In additional to this site plan, there's a lighting plan included for approval. It shows LED-  
901 type concealed source fixtures compatible with the surrounding shopping center as well.  
902 A conceptual landscape plan is also included for informational purposes.

903  
904 The 25-foot buffer to the rear between this property and the apartments is established. It's  
905 just shown as a cloud on here, but inventoried more clearly here where there will be minor  
906 disturbance and then reestablishment of that buffer adjacent to parking lot in the  
907 apartments. That's to accommodate some grading changes there in that small area.

908  
909 The streetscape planting along Towne Center West Boulevard will be undisturbed. And  
910 that existing curb line will be maintained.

911  
912 With that, staff recommends approval subject to the annotations on the plan, the standard  
913 conditions for developments of this type, and additional conditions 11B and 29 through 34  
914 in the agenda on page 19. Mark Williams with Willmark Engineering, represents the  
915 applicant, and I'm happy to answer any questions the Commission may have of me.

916  
917 Mr. Archer - Thank you so much, Ms. Crady. Are there questions?

918  
919 Mrs. Marshall - I just had a curious question. They are having something in  
920 there—I'm not exactly sure what it is—that allows you to go to a certain height. I know it  
921 has jumping things. I was just wondering from the size of their roof.

922  
923 Ms. Crady - That is actually—the parapet comes up to about 32 feet. So  
924 that's to screen partially, and then there's additional mechanical screening as well on top  
925 of that roof. But there are some—from what I gather—we could have the engineer come  
926 up; he may know. But I hear there are things that involve bungee-type material attached  
927 to you. So that's about as specific as I can get.

928  
929 Ms. Jones - I was hoping we would have a demonstration.

930  
931 Mrs. Marshall - I know. That would be exciting.

932  
933 Ms. Crady - I imagine inflatables for adults, but I think it's more of a sort of  
934 jumping thing.

935  
936 Mr. Archer - Any further questions? Would you like to have some further  
937 information on that from the applicant?  
938  
939 Mrs. Marshall - Actually, no, I read about it recently. I just had that one  
940 question.  
941  
942 Mr. Archer - Okay, let's proceed.  
943  
944 Mrs. Marshall - All right. Mr. Chairman, I move POD2016-00233 Boomerang  
945 Air Sports at Towne Center West, including the lighting plan, be approved subject to the  
946 annotation on the plans, the standard conditions for developments of this type, and  
947 additional conditions 11B and 29 through 34.  
948  
949 Ms. Jones - Second.  
950  
951 Mr. Archer - Motion by Mrs. Marshall and seconded by Ms. Jones. All in  
952 favor say aye. All opposed say no. The ayes have it; the motion passes.  
953  
954 The Planning Commission approved the POD and lighting plan for POD2016-00233  
955 Boomerang Air Sports at Towne Center West, subject to the annotations on the plans, the  
956 standard conditions attached to these minutes for developments of this type, and the  
957 following additional conditions:  
958  
959 11B. Prior to the approval of an electrical permit application and installation of the site  
960 lighting equipment, a plan including light spread and intensity diagrams, and fixture  
961 specifications and mounting heights details shall be revised as annotated on the  
962 staff plan and included with the construction plans for final signature.  
963 29. Only retail business establishments permitted in a B-2 zoning may be located in  
964 this center.  
965 30. The ground area covered by all the buildings shall not exceed in the aggregate 25  
966 percent of the total site area.  
967 31. No merchandise shall be displayed or stored outside of the building(s) or on  
968 sidewalk(s).  
969 32. The proffers approved as a part of zoning case C-49C-04, C-27C-09, and  
970 REZ2014-00012 shall be incorporated in this approval.  
971 33. Evidence of a joint ingress/egress and maintenance agreement must be submitted  
972 to the Department of Planning and approved prior to issuance of a certificate of  
973 occupancy for this development.  
974 34. The location of all existing and proposed utility and mechanical equipment  
975 (including HVAC units, electric meters, junctions and accessory boxes,  
976 transformers, and generators) shall be identified on the landscape plan. All building  
977 mounted equipment shall be painted to match the building, and all equipment shall  
978 be screened by such measures as determined appropriate by the Director of  
979 Planning or the Planning Commission at the time of plan approval.  
980

981 Mr. Emerson - Mr. Chairman, now we move to page 21 of your regular agenda  
982 and page 2 of your amended agenda for POD2016-00232, Silvercore for Gayton  
983 Properties, LLC. The staff report will be presented by Mr. Lee Pambid.  
984

985 **PLAN OF DEVELOPMENT**  
986

POD2016-00232  
Manorhouse - Detached  
Dwellings - 13500 N.  
Gayton Road

**Silvercore for Gayton Properties, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 9 detached condominium independent living dwellings. The 3.33-acre portion of the 10.05-acre site is located on the west line of North Gayton Road, approximately 350 feet north of Favero Road, on part of parcel 732-760-0494. The zoning is R-6C, General Residence District (Conditional). County water and sewer.  
**(Three Chopt)**

987  
988 Mr. Archer - All right. Good morning again, Mr. Pambid. Is there anyone  
989 present who is opposed to POD2016-00232, Manorhouse – Detached Dwellings?  
990

991 Mr. Pambid - Good morning. This POD proposes nine detached  
992 condominium dwellings for independent living purposes and represents the final element  
993 of the Manorhouse assisted living development. The proffers of zoning case REZ2014-  
994 00051 apply.  
995

996 Five typical unit types featuring various floor plans and combinations of brick, stone, and  
997 cementitious siding are proposed. Proffers require that units have a minimum of 2300  
998 square feet of finished floor area. The applicant has material samples also for you, in case  
999 you want to see those. All units have side-loaded garages.

1000  
1001 Staff recommends that this plan be approved with the annotations on the plan, standard  
1002 conditions for developments of this type, conditions 9 amended, 11 amended, which is in  
1003 your addendum, and additional conditions 29 through 34.  
1004

1005 This concludes my presentation. I can now field any questions you have regarding this.  
1006 The applicants Ken Newell with Manorhouse and Matt Hill with Bel Arbor Builders, are also  
1007 present.  
1008

1009 Mr. Archer - All right. Thank you, Mr. Pambid. Are there questions?  
1010

1011 Ms. Jones - Would you clarify for me. Mr. Pambid, please, what the—was  
1012 it a turning radius issue that staff had identified? Or what was the issue with the side-  
1013 loaded garages?  
1014

1015 Mr. Pambid - It was just a recommendation that they take into consideration  
1016 the width of the driveways as the vehicle tries to make that turn into the garage.

1017  
1018 Ms. Jones - You thought it might be too tight?  
1019  
1020 Mr. Pambid - Possibly, yes.  
1021  
1022 Ms. Jones - Okay. That's a valid question.  
1023  
1024 Mr. Archer - I think so. All right, any further questions?  
1025  
1026 Mrs. Marshall - I'd like to hear from the applicant.  
1027  
1028 Mr. Archer - Will the applicant come forward, please?  
1029  
1030 Mr. Newell - Hello, I'm Ken Newell with Manorhouse Management. This is  
1031 Matt Hill with Bel Arbor Builders. We have Jeff Staub with Silvercore, our civil engineer,  
1032 here as well.  
1033  
1034 Mr. Archer - Good morning, gentlemen.  
1035  
1036 Mrs. Marshall - Good morning.  
1037  
1038, Mr. Newell - I don't know if there are any specific questions, but I would like  
1039 to say that we appreciate the long process that this development has taken with the  
1040 assisted living and memory care component, the independent living component, and now  
1041 finally the age-restricted single-family component. We looked for a long time and very hard  
1042 to find the right partner, if you would, to work with in Bel Arbor. And we are very, very  
1043 pleased because of the quality of the work that they do, the custom nature of the work that  
1044 they do, the 20 years of experience dealing with age-restricted housing that they have had,  
1045 and the ability to work well with their consumers. One of my best friends lives in one of  
1046 their homes. They're building in homes in my neighborhood. I'm very familiar with their  
1047 work and very confident that they'll complement our efforts at North Gayton Road.  
1048  
1049 Mr. Hill - I'm very familiar with the proffered conditions and understand  
1050 the square footage. I understand the buffer in the rear. Ken has done a good job to inform  
1051 me of how to make sure I understand those conditions, which I do.  
1052  
1053 Mrs. Marshall - Do we feel that the 15-foot entryway into the garage with the  
1054 curb, is that going to be sufficient?  
1055  
1056 Mr. Archer - Identify yourself for the record, please.  
1057  
1058 Mr. Staub - Good morning. My name is Jeff Staub with Silvercore. Again,  
1059 that 15-foot driveway is a pretty typical width for a driveway. It will be a tight turn into the  
1060 driveway, a 90-degree turn into the garage space. It is maneuverable at 15. Again, ideal,  
1061 the wider you get the more the turn would be easier. But again, we were limited in terms  
1062 of the amount of room we wanted to give between the buildings, between the houses,

1063 between driveways to allow for some screening and some privacy. So the 15 will be  
1064 adequate, although it will be tight.

1065

1066 Mrs. Marshall - If they drive a big SUV is it going to make that turn?  
1067

1068 Mr. Staub - It maybe a K turn.  
1069

1070 Mr. Witte - I tend to disagree, but I'm going to ask how wide is the garage  
1071 door, first.  
1072

1073 Mr. Hill - Typically for one of these, for a two-car garage, it may be two  
1074 10-footers. It could one 18-footer.  
1075

1076 Mr. Witte - My concern was 15 feet. My car is longer than that. Mine is  
1077 almost 19 feet. I couldn't get it in. Now whether you extend the driveway back farther or  
1078 widen it, I think it's pretty much a necessity. This is age-restricted housing. My skills aren't  
1079 what they were 30 years ago, so I think there's a real need to either widen the driveway or  
1080 make some adjustments to accommodate the people—the age-restricted people that will  
1081 be utilizing them.  
1082

1083 Mr. Staub - Sure. Ken would be more than happy to widen that to a wider  
1084 length, whatever everybody agrees is more appropriate. I have four children. I drive a  
1085 Suburban myself, so I know all about navigating. A typical two-way drive aisle with parking  
1086 is 24 feet wide, which means you're driving down a 12-foot wide drive space into a parking  
1087 space. So that's a typical area. And I know in a Suburban it's tough to navigate.  
1088

1089 Mr. Witte - You need every bit of it.  
1090

1091 Mr. Staub - But most cars will make that turn off of a 12-foot drive aisle.  
1092 This is 15 at a minimum. But again, we'll be happy to bump that up to make it more  
1093 comfortable. At least at the garage area that can certain belly out so they have some  
1094 wiggle room.  
1095

1096 Mr. Witte - Exactly. If you can just give enough room so they can turn in  
1097 and then back out without going into the yard.  
1098

1099 Mr. Staub - Sure.  
1100

1101 Mr. Witte - So you're looking at 24 feet up at that end. I think that would  
1102 be accommodating. I don't know if the rest of the Commission agrees.  
1103

1104 Mrs. Marshall - I do.  
1105

1106 Ms. Jones - Are all the doors double doors?  
1107

1108 Mr. Staub - As far as the builder, from my standpoint, which at that point of  
1109 the cost of construction of building that driveway, there's nothing that would prevent me  
1110 from wanting to—I agree with you. I would want to at least when you get back to the garage  
1111 area to make that pad larger to be able to maneuver. From my aspect, that's what I would  
1112 prefer to do.  
1113

1114 Mr. Witte - Thank you.  
1115

1116 Mr. Newell - You have assurance. You've heard from the engineer and the  
1117 guy who's going to be building the homes and me as the owner who's going to convey this  
1118 property, we'll bring this driveway in at 15 feet and flare it out accordingly to make that turn  
1119 very comfortable into the drive. We have room to do it. I'll take a little bit of changing our  
1120 current plans, but it's not a big deal.  
1121

1122 Mr. Archer - Okay. Mr. Secretary, do we need to make that a part of the  
1123 conditions or?  
1124

1125 Mr. Emerson - I don't think that would be something we would add to a  
1126 condition per se. the applicant's committed to paying attention to this feature. And I don't  
1127 think it's something that we would necessarily send an inspector out to check. We have  
1128 had issues with it before, and that's why we raise it, where primarily with our R-5A product  
1129 we've had homes that end up so close together that they are backed into by the neighbors  
1130 coming in and out of their garage. So that was a concern. But I don't think it's a condition  
1131 that necessarily would need to be added.  
1132

1133 Mr. Archer - Thank you, sir. All right, any further questions for anybody?  
1134

1135 Mrs. Marshall - Mr. Pambid, can you show the pictures of the units again for a  
1136 minute?  
1137

1138 Mr. Pambid - Well we've got the black-and-white elevations, and we have  
1139 the color renderings as well.  
1140

1141 Mrs. Marshall - The color, please.  
1142

1143 Mr. Pambid - Yes ma'am. As you can see, there is a combination of brick  
1144 and HardiPlank on this one. Now we only have renderings for the—we have color  
1145 renderings for the front elevations. We have black-and-white drawings for all four  
1146 elevations of each unit type—or typical unit type.  
1147

1148 Mrs. Marshall - Are all the sections that are not stone or brick HardiPlank?  
1149 They are? Yes. Okay.  
1150

1151 Mr. Newell - [Off microphone.] We have agreed, like in the master building,  
1152 the assisted living building, and in the independent buildings to have each of the houses

1153 on all four sides you'll have at least 75 percent either brick or stone and the balance that  
1154 are not windows and doors be cementitious material like HardiPlank or HardiShake.

1155  
1156 Mrs. Marshall - Perfect. Thank you.

1157  
1158 Mr. Archer - All right. Anything further?

1159  
1160 Mrs. Marshall - That's all I need.

1161  
1162 Mr. Archer - All right, Mrs. Marshall.

1163  
1164 Mrs. Marshall - All right, Mr. Chairman, I move POD2016-00232, Manorhouse  
1165 – Detached Dwellings, be approved subject to the annotations on the plans, the standard  
1166 conditions for developments of this type, additional conditions 9 amended and 29 through  
1167 34 on the agenda, and added condition 11 amended in the addendum.

1168  
1169 Ms. Jones - Second.

1170  
1171 Mr. Archer - All right. Motion by Mrs. Marshall and seconded by Ms. Jones.  
1172 All in favor say aye. All opposed say no. The ayes have it; the motion passes.

1173  
1174 The Planning Commission approved POD2016-00232, Manorhouse – Detached  
1175 Dwellings, subject to the annotations on the plans, the standard conditions attached to  
1176 these minutes for developments of this type, and the following additional conditions:

- 1177  
1178 9. **AMENDED** - A detailed landscaping plan shall be submitted to the Department of  
1179 Planning for review and Planning Commission approval prior to the issuance of any  
1180 occupancy permits.
- 1181 11. **AMENDED ADDED:** Prior to the approval of an electrical permit application and  
1182 installation of the site lighting equipment, a plan including depictions of light spread  
1183 and intensity diagrams, and fixture specifications and mounting height details shall  
1184 be submitted for Department of Planning review and Planning Commission approval.
- 1185 29. The unit house numbers shall be visible from the parking areas and drives.
- 1186 30. The names of streets, drives, courts and parking areas shall be approved by the  
1187 Richmond Regional Planning District Commission and the Director of Planning and  
1188 such names shall be included on the construction plans prior to their approval. The  
1189 standard street name signs shall be installed prior to any occupancy permit  
1190 approval.
- 1191 31. The right-of-way for widening of North Gayton Road as shown on approved plans  
1192 shall be dedicated to the County prior to any occupancy permits being issued. The  
1193 right-of-way dedication plat and any other required information shall be submitted  
1194 to the County Real Property Agent at least sixty (60) days prior to requesting  
1195 occupancy permits.
- 1196 32. A concrete sidewalk meeting County standards shall be provided along the west  
1197 side of North Gayton Road.

- 1198 33. The proffers approved as a part of zoning case REZ2014-00051 shall be  
1199 incorporated in this approval.  
1200 34. The location of all existing and proposed utility and mechanical equipment  
1201 (including HVAC units, electric meters, junction and accessory boxes, transformers,  
1202 and generators) shall be identified on the landscape plans. All equipment shall be  
1203 screened by such measures as determined appropriate by the Director of Planning  
1204 or the Planning Commission at the time of plan approval.  
1205

1206 Mr. Emerson - Mr. Chairman, that concludes our items for public hearing this  
1207 morning, but we do have an additional item that was added to your amended agenda as  
1208 a discussion item. It is a resolution.  
1209

1210 **DISCUSSION ITEM: Resolution PCR-6-16** – Henrico County Planning  
1211 Commission to Initiate Consideration of Amendments to the Zoning Ordinance Relating to  
1212 Front Porches on Dwellings.  
1213

1214 Mr. Emerson - The history behind this request is that the Board of Zoning  
1215 Appeals recently ran into an issue they couldn't address by variance because of state code  
1216 where a home had been improved, and it made a substantial improvement to it. There was  
1217 some confusion in the application. The contractor that was doing the remodeling didn't  
1218 provide the correct measurements. The Permit Center approved the building permit. And  
1219 the front porch does encroach further into the setback than what is allowed by code.  
1220

1221 It did make a substantial difference to this house. And there are other homes in the  
1222 neighborhood and other homes in the County that sometimes have this issue. It is an older  
1223 home. It improved its value considerably. They did raise the roof and add a second level  
1224 to it as well, which they could do and meet the setbacks. But the front facade changes with  
1225 the porch made a considerable difference in the appearance of the home. It really doesn't  
1226 intrude upon the neighborhood. The Board of Zoning Appeals—I came to the meeting that  
1227 morning. They requested that when they denied it that we not take any action against the  
1228 homeowner at that time to have the front torn off, which of course we could. Subsequently,  
1229 the Chairman of the Board of Zoning Appeals wrote a letter to the Chairman of the Board  
1230 of Supervisors requesting the Board take a look into how this matter could be addressed  
1231 other than the punitive measure that obviously was available.  
1232

1233 So staff took a look at it and had a work session with the Board last week. The Board  
1234 suggested that the Commission initiate a code amendment and we take a look at it. Now  
1235 the general thought is it would be done possibly by a provisional use permit that would be  
1236 considered by the Commission, then of course with a recommendation to the Board. But  
1237 that is yet to be determined because we have to dig into it and work on it a little bit.  
1238

1239 So what PCR-6-16 does is begin the work on that code amendment. I thought if you're  
1240 willing to adopt this resolution today, we might further discuss this at your work session on  
1241 August 11th where we'll be talking about signs and transfers of approval. That would be  
1242 another item, that if we had time, we might delve into a little more, and tell you what our  
1243 thoughts are, and hopefully get some direction from the Commission in regards to where

1244 we might head with this. If we have too much on that work session, then we'll at that time  
1245 just schedule another work session and continue discussion until we're at a point to bring  
1246 something back for public hearing.

1247

1248 Mr. Archer - Okay. So we need to what, have the resolution read into the  
1249 record and then either adopt or reject it.

1250

1251 Mr. Emerson - I think if somebody wants to make a motion to either adopt or  
1252 reject PRC-6-16, we can take care of it that way.

1253

1254 Ms. Jones - I move adoption of the Resolution PCR-6-16.

1255

1256 Mr. Witte - Second.

1257

1258 Mr. Archer - All right. Motion by Ms. Jones and seconded by Mr. Witte to  
1259 adopt the resolution. All in favor say aye. All opposed say no. The ayes have it; the motion  
1260 passes.

1261

1262 Mr. Emerson - Thank you, Mr. Chairman. Next on your agenda would be  
1263 consideration of the approval of your minutes for the May 25, 2016 meeting. We do not  
1264 have an errata sheet for those minutes. So if you have any corrections, certainly we'll  
1265 entertain those.

1266

1267 APPROVAL OF MINUTES: May 25, 2016

1268

1269 Mr. Archer - I was asked if I had a correction and I said no. Then I find out  
1270 I did have one. On page 36, line 1441, the line reads, "I can't tell you had laid them." But I  
1271 think it should have been, "I can't tell you who laid them." That was all that I had.

1272

1273 Ms. Jones - It's amazing what we say when we see it in print, isn't it.

1274

1275 Mr. Archer - I know I didn't say it. All right, any further corrections to the  
1276 minutes?

1277

1278 Ms. Jones - No sir.

1279

1280 Mr. Archer - May I have a motion for approval?

1281

1282 Mr. Witte - So moved.

1283

1284 Ms. Jones - As corrected.

1285

1286 Mr. Archer - All right. Motion by Mr. Witte and seconded by Ms. Jones. All  
1287 in favor say aye. All opposed say no. The ayes have it; the minutes are approved

1288

1289 The Planning Commission approved the May 25, 2016 minutes as corrected.

1290  
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1309

Mr. Emerson -  
morning.

Mr. Archer -

Mr. Witte -

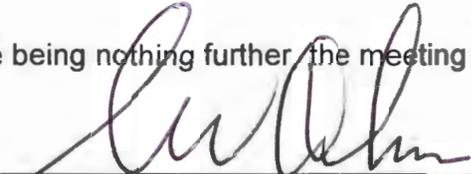
Mr. Archer -

Mr. Chairman, I have nothing further for the Commission this

Motion to adjourn.

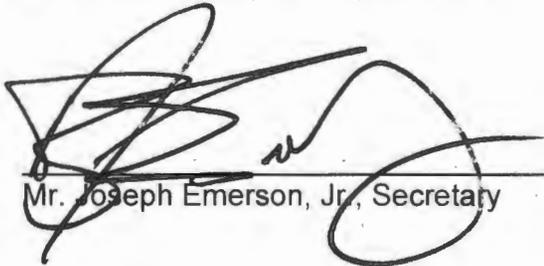
Second.

All right, there being nothing further, the meeting is adjourned.



---

Mr. C. W. Archer, C.P.C., Chairman



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Mr. Joseph Emerson, Jr., Secretary

## PLANS OF DEVELOPMENT STANDARD CONDITIONS

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

1. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water and sewer. **(when the property is served by public utilities)**
- 1A. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public sewer. The well location shall be approved by the County Health Department before a building permit is issued. Connection shall be made to the public water system when available within 300 feet of the site/building. **(when not served by public water)**
- 1B. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water. The septic tank location shall be approved by the County Health Department before a building permit is issued. Connection shall be made to the public sewer when available within 300 feet of the site/building. **(when not served by public sewer)**
2. The Director of the Department of Public Utilities shall approve the plan of development for construction of public water and sewer, prior to beginning any construction of these utilities. The Department of Public Utilities shall be notified at least 48 hours prior to the start of any County water or sewer construction.
3. The parking lot shall be subject to the requirements of Chapter 24, Section 24-98 of the Henrico County Code.
4. The parking spaces shall be marked on the pavement surface with four-inch-wide traffic painted lines. All lane lines and parking lines shall be white in color with the exception that those dividing traffic shall yellow.
5. Sufficient, effectively usable parking shall be provided. If experience indicates the need, additional parking shall be provided.
6. Curb and gutter and necessary storm sewer shall be constructed as shown on approved plans.
7. The plan of development plan shall be revised as annotated on the staff plan dated **June 22, 2016**, which shall be as much a part of this approval as if details were fully described herein. Nine (9) sets of revised plans, including the detailed drainage, erosion control and utility plans, shall be submitted by the design engineer who prepared the plans to the Department of Planning for final review. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of fourteen (14) sets of final plans for signature shall be submitted to the Department of Planning for approval signatures. Two (2) sets of the approved plan shall be attached to the building permit application. **(Revised October 2015)**
8. Two copies of an Erosion and Sediment Control Agreement with required escrow shall be submitted to the Department of Public Works. Approval is required prior to construction plan approval and beginning construction. The Department of Public Works shall be notified at least 24 hours prior to the start of any construction.
9. A detailed landscaping plan shall be submitted to the Department of Planning for review and approval prior to the issuance of any occupancy permits.
9. **AMENDED** - A detailed landscaping plan shall be submitted to the Department of Planning for review and Planning Commission approval prior to the issuance of any occupancy permits.
10. All groundcover and landscaping shall be properly maintained in a healthy condition at all times. Dead plant materials shall be removed within a reasonable time and replaced no later than the next planting season.

11. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting height details shall be submitted for Department of Planning review and approval.
11. **AMENDED** - Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including depictions of light spread and intensity diagrams, and fixture specifications and mounting height details shall be submitted for Department of Planning review and Planning Commission approval.
- 11B. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting heights details shall be revised as annotated on the staff plan and included with the construction plans for final signature. **(For POD which includes lighting plan approval)**
12. All exterior lighting shall be designed and arranged to direct the light and glare away from nearby residential property and streets.
13. The site, including the parking areas, shall be kept clean of litter and debris on a daily basis. Trash container units/litter receptacles and recycling containers shall be maintained with regular pickups scheduled and shall be screened properly on all four sides. The gate(s) shall remain closed except when the receptacle(s) are being filled or serviced and shall be repaired or replaced as necessary. Details shall be included with the final site plan or required landscape plan for review and approval.
14. Required fire lanes shall be marked and maintained in accordance with the Virginia Statewide Fire Prevention Code.
15. Traffic control signs shall be provided as indicated on the Department of Planning Staff plan. All signs shall be fabricated as shown in The National Manual on Uniform Traffic Control Devices for Streets and Highways and The Virginia Supplement to The Manual on Uniform Traffic Control Devices for Streets and Highways.
16. The assigned property number(s) shall be displayed so it is easily readable from the street. If assistance is needed with the address, please contact the Department of Planning at 501-4284. The Planning Department must assign all property addresses. **(Revised January 2008)**
17. The owner shall have a set of plans approved by the Director of Public Works, Public Utilities and Secretary of the Planning Commission available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
18. The property shall be developed as shown on the plan filed with the case and no changes or additions to the layout shall be made without the approval of this Commission.
19. Upon completion of the improvements and prior to the certification of the permanent occupancy permit, the owner shall furnish a statement by the engineer or land surveyor who prepared the POD plan, to the effect that all construction including water and sewer is in conformance to the regulations and requirements of the POD.
20. The approved Plan of Development is granted by the Planning Commission only to the owners(s)/applicant(s) listed on the Plan of Development application on file for this project. Upon written notification to the Director of Planning, the Plan of Development approval may be transferred to subsequent owner(s) subject to approval by this Commission. **(Revised July 2007)**
21. Vehicles shall be parked only in approved and constructed parking spaces.

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

## STANDARD CONDITIONS FOR LANDSCAPE/LIGHTING/FENCE PLANS

1. The plan shall be revised as shown in red on Staff plan dated **June 22, 2016**, which shall be as much a part of this approval as if all details were fully described herein. Four (4) sets of prints of the revised plan shall be submitted to the Department of Planning for approval stamps and distribution.
2. The property shall be developed as shown on the plan filed with the case and no changes or additions to the layout shall be made without the approval of this Commission.
3. The owner shall have a set of approved plans available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
4. All groundcover and landscaping shall be properly maintained in a healthy condition at all times. Dead plant materials shall be removed within a reasonable time and replaced during the normal planting season. **(DELETE IF NO LANDSCAPING)**
5. All exterior lighting shall be shielded to direct lights away from adjacent residential property and streets. **(DELETE IF NO LIGHTING)**
6. All fences, walls, and screens, including gates and doors, shall be maintained in good repair by the owner. Trash and debris should not be allowed to accumulate along the fence or wall. **(DELETE IF NO FENCE, WALL, OR DUMPSTER SCREEN)**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## CONDITIONAL SUBDIVISION STANDARD CONDITIONS

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

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of sixteen (16) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water. **(Substitute condition 5A if well)**
- 5A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer. **(Substitute condition 6A if on-site sewage disposal/septic)**
- 6A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **June 22, 2016**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **June 21, 2017**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be

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

## CONDITIONAL SUBDIVISION STANDARD CONDITIONS

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

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage and erosion control plans have been approved by the Department of Planning, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of eleven (11) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
7. The plat shall be revised as shown in red on Staff plan dated **June 22, 2016**, which shall be as much a part of this approval as if all details were fully described herein.
8. This approval shall expire on **June 21, 2017**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
9. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.

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

## CONDITIONAL SUBDIVISION STANDARD CONDITIONS

### Residential Townhouse for Sale (RTH) Subdivisions

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of fourteen (14) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **June 22, 2016**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **June 21, 2017**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.

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

## CONDITIONAL SUBDIVISION STANDARD CONDITIONS

### Zero Lot Line Subdivisions

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of fourteen (14) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **June 22, 2016**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **June 21, 2017**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change may be implemented.

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

## CONDITIONAL SUBDIVISION STANDARD CONDITIONS

### Road Dedication with No Lots

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of sixteen (16) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **June 22, 2016**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **June 21, 2017**, 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.