

**PLANNING COMMISSION**

**SUBDIVISION AND PLANS OF DEVELOPMENT**

**ACTIONS**

**March 26, 2003**

The submission deadline for this hearing date was February 7, 2003.

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**ROLL CALL:**

**REQUEST FOR DEFERRALS AND WITHDRAWALS:**

(Presented by Michael Kennedy)

**EXPEDITED AGENDA:** (Presented by Michael Kennedy)

**SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL**

(Presented by Kevin Wilhite)

**FOR INFORMATIONAL PURPOSE ONLY**

**Subdivision:** Effinger Drive(A Ded. of a Portion of Effinger Dr.) (June 1998Plan)

**Magisterial District:** Fairfield

**Original No. of Lots:**0

**Remaining Lots:** 0

**Previous Extensions:** 3

**Year(s) Extended:** 1 Year - 3/24/04

**Subdivision:** Oak Hill Manor(March 1999 Plan)

**Magisterial District:** Fairfield

**Original No. of Lots:** 40

**Remaining Lots:**23

**Previous Extensions:** 3

**Year(s) Extended:** 1 Year - 3/24/04

**TRANSFER OF APPROVAL**

**POD-10-86**

Triangle Park Retail Shops -7110 Patterson Avenue (State Route 6)

**Grubb & Ellis for Moudilos Family, LLC:** Request for approval of a transfer of approval, as required by Chapter 24, Section 24-106 of the Henrico County Code from 7110 Patterson LLC & Russell Malone III to Moudilos Family, LLC. The 1.15-acre site is located on the north side of

Patterson Avenue (U.S. Route 6) approximately 400 feet west of Three Chopt Road on parcels 763-740-1061 and 1271. The zoning is B-1, Business District and B-2C, Business District (Conditional). County water and sewer. **(Tuckahoe)**

As of the preparation date of this agenda, the staff has not received information regarding deficiency corrections required by the applicant for the Transfer of Approval, as requested. The staff recommendation will be made at the meeting.

**(Staff Report by Christina Goggin)**

 **ACTION: Deferred to April 23, 2003**

### **TRANSFER OF APPROVAL**

#### **POD-138-85**

Progressive Concierge(Formerly Costen Floors)

**Marc A. Allocca/Carolina Browder for McKenney Land Company, LLC:** Request for approval of a transfer of approval, as required by Chapter 24, Section 24-106 of the Henrico County Code from Ralph Costen Jr. to McKenney Land Company. The 1.37-acre site is located at 8611 Telegraph Road on parcel 784-758-6933. The zoning is M-1, Light Industrial District. County water and sewer. **(Fairfield)**

As of the preparation date of the agenda, the staff has not had an opportunity to complete its review. The staff recommendation will be made at the meeting.

**(Staff Report by Jim Strauss)**

 **ACTION: Approved**

### **TRANSFER OF APPROVAL** *(Deferred from the February 26, 2003, Meeting)*

#### **POD-117-98**

Courtland @ Wyndham (POD-116-96 Revised)

**Anthony P. Renaldi, Vice President and Chief Financial Officer for Prospect Homes of Richmond, Inc.:** Request for approval of a transfer of approval, as required by Chapter 24, Section 24-106 of the Henrico County Code from C. Richard Dobson Builders, Inc. to Prospect Homes of Richmond, Inc. The 4.9-acre site is located on the west line of Wyndham Park Drive at its intersection with Dominion Club Drive on parcel 740-776-1890. The zoning is RTHC, Residential Townhouse District (Conditional). County water and sewer. **(Three Chopt)**

The staff recommends approval of this transfer request with the following conditions:

1. The new developer accepts and agrees to be responsible for continued compliance with the conditions of the original approval.
2. The new developer agrees to correct all site deficiencies, as identified in the inspection report dated June 12, 2002, prior to the issuance of the final Certificate of Occupancy.
3. The new developer agrees to post a defect bond for the construction of roads, driveways, and

parking areas upon the transfer of the Homeowners Association to homeowners' control as required by Section 24-30.2(a) of the Henrico County Code. The defect bond shall remain in effect for a period to three years from the date of the issuance of the final Certificate of Occupancy.

**(Staff Report by Michael Kennedy)**



**ACTION: Approved**

**TRANSFER OF APPROVAL** (*Deferred from the February 26, 2003, Meeting*)  
**POD-51-99**

**Gaskins Retirement Center Matthew Bowe for Meadow Glen of West End, L.P.:** Request for approval of a transfer of approval, as required by Chapter 24, Section 24-106 of the Henrico County Code from South Gaskins Retirement LLC (Dr. Nazir Chauldhary) to Meadow Glen of West End L.P. The 9.955-acre site is located along the west line of Gaskins Road (2400 Gaskins Road), approximately 500 feet south of Three Chopt Road on parcel 749-754-2538. The zoning is R-6C, General Residence District (Conditional). County water and sewer. **(Tuckahoe)**

As of the preparation date of the agenda, the staff has not received a revised plan as requested. The staff recommendation will be made at the meeting.

**(Staff Report by Michael Kennedy)**



**ACTION: Approved**

**TRANSFER OF APPROVAL**  
**POD-54-75**

NYW Enterprise (Formerly Beacon Press) 4731 Eubank Road

**Juan Q. Lin for NYW Enterprises, LLC:** Request for approval of a transfer of approval, as required by Chapter 24, Section 24-106 of the Henrico County Code from Media General, Inc. to NYW Enterprises, LLC. The 6.438-acre site is located at 4731 Eubank Road on parcel 815-711-9946. The zoning is M-1, Light Industrial District and ASO (Airport Safety Overlay) District. County water and sewer. **(Varina)**

The new owner accepts and agrees to be responsible for continued compliance with the conditions of the original approval. The staff recommends approval of this transfer request.

**(Staff Report by Michael Kennedy)**



**ACTION: Approved**

## **PLAN OF DEVELOPMENT**

### **POD-5-02**

New Bridge Baptist Church Addition –E. Nine Mile Road

**Robert K. Carter for New Bridge Baptist Church:** 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, 6,020 square foot classroom and fellowship hall addition to an existing church and a temporary parking area addition. The 2.265 acre site is located at 5807 Nine Mile Road, 220 feet east of Lowell Street on parcels 817-725-5989, 817-726-6010 and 817-725-5989. The zoning is R-2A, One-Family Residence District and ASO (Airport Safety Overlay) District. County water and sewer. (**Varina**)

The staff recommends approval subject to the annotations on the plans, the standard conditions for developments of this type, and the following additional conditions:

23. 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.
24. The entrances and drainage facilities on E. Nine Mile Road (State Route 33) shall be approved by the Virginia Department of Transportation and the County.
25. A notice of completion form, certifying that the requirements of the Virginia Department of Transportation entrances permit have been completed, shall be submitted to the Planning Office prior to any occupancy permits being issued.
26. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
27. 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.
28. The temporary parking and related improvements shall be removed from the site on or before April 1, 2008.
29. The temporary parking areas shall be properly compacted and maintained at all times.
30. Insurance Services Office (ISO) calculations must be included with the plans and contracts and must be approved by the Department of Public Utilities prior to the issuance of a building permit.
31. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.
32. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Virginia Department of Transportation maintained right-of-way. The elevations will be set by the contractor and approved by the Virginia Department of Transportation.
33. The conceptual master plan, as submitted with this application, is for planning and information purposes only. All subsequent detailed plans of development and construction plans needed to implement this conceptual plan shall be approved by the Planning Commission and shall be subject to all regulations in effect at the time such subsequent plans are submitted for review/approval.
34. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junction and accessory boxes, transformers, and generators) shall be identified on the landscape plans. All equipment shall be screened by such measures as

determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.

(Staff Report by Michael Kennedy)



**ACTION: Approved**

**PLAN OF DEVELOPMENT** (*Deferred from the February 26, 2003, Meeting*)

**POD-7-03**

Park Commons @ Twin Hickory

**Youngblood, Tyler & Associates, P. C. for HHHunt Corporation:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 60 detached condominiums. The 12.99-acre site is located on the west side of Hickory Bend Drive and the south side of Twin Hickory Road on part of parcels 745-770-0962; 746-770-1492 and 0619; 745-769-6789. The zoning is RTHC, Residential Townhouse District (Conditional). County water and sewer. (**Three Chopt**)

As of the preparation date of the agenda, the staff has not completed review of the revised plan. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for developments of this type, the following additional conditions are recommended:

23. The unit house numbers shall be visible from the parking areas and drives.
24. 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 ordered from the County and installed prior to any occupancy permit approval.
25. 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.
26. The limits and elevations of the 100-year frequency flood shall be conspicuously noted on the plan "Limits of 100 Year Floodplain." In addition, the delineated 100-year floodplain must be labeled "Variable Width Drainage and Utility Easement." The easement shall be granted to the County prior to the issuance of any occupancy permits.
27. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
28. A standard concrete sidewalk shall be provided along the west side of Hickory Bend Drive and south side of Twin Hickory Road.
29. The proffers approved as a part of zoning case C-13C-02 shall be incorporated in this approval.
30. 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.
31. 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.
32. The pavement shall be of an SM-2A type and shall be constructed in accordance with County standard and specifications. The developer shall post a defect bond for all pavement with the

Planning Office - the exact type, amount and implementation shall be determined by the Director of Planning, to protect the interest of the members of the Homeowners Association. The bond shall become effective as of the date that the Homeowners Association assumes responsibility for the common areas.

33. Insurance Services Office (ISO) calculations must be included with the plans and contracts and must be approved by the Department of Public Utilities prior to the issuance of a building permit.

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

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

36. Any future building lot containing a BMP, sediment basin or trap and located within the buildable area for a principal structure or accessory structure, must be developed with engineered fill. All material shall be deposited and compacted in accordance with the uniformed Statewide Building Code and geotechnical guidelines established by a professional engineer. A detailed engineering report shall be submitted for review and approval by the Director of Public Works and the Building Official prior to the issuance of a building permit on the affected lot. A copy of the report shall be furnished to the Planning Office.

37. Prior to requesting the final approval, a draft of the covenants and deed restrictions for the maintenance of the common area by a homeowners association shall be submitted to the Planning Office for review. Such covenants and restrictions shall be in form and substance satisfactory to the County Attorney and shall be recorded prior to recordation of the subdivision plat.

**(Staff Report by Michael Kennedy)**



**ACTION: Approved**

## **SUBDIVISION**

**Jamerson Park @ Twin Hickory – Hickory Bend Dr.(March 2003 Plan)**

**Youngblood, Tyler & Associates, P.C. for HHHunt Corporation:** The 29.68-acre site is located at the southwest corner of the intersection of Hickory Bend Drive and Twin Hickory Drive on parcel 745-768-7374. The zoning is RTHC, Residential Townhouse District (Conditional). County water and sewer. **(Three Chopt)** 113 Lots

The staff recommends conditional approval of the revised plan subject to the standard conditions for subdivisions served by public utilities and the following additional conditions:

13. The limits and elevation of the 100 year frequency flood shall be conspicuously noted on the plat and construction plans and labeled "Limits of 100 year floodplain." Dedicate floodplain as a "Variable Width Drainage & Utilities Easement."

14. The proffers approved as part of zoning case C-13C-02 shall be incorporated in this approval.  
**(Staff Report by Michael Kennedy)**

 **ACTION: Approved**

**PLAN OF DEVELOPMENT, SPECIAL EXCEPTION AND MASTER PLAN  
POD-26-03**

Shady Grove YMCA Expansion – Twin Hickory Road

**Draper Aden Associates for YMCA of Greater Richmond:** Request for approval of a plan of development and special exception to permit expansion of a private non-commercial recreation center, as required by Chapter 24, Sections 24-2, 24-12(b), 24-51(a), and 24-106 of the Henrico County Code, to construct phase III, which consists of two, one-story building additions totaling 25,700 square feet to an existing YMCA and 241 new parking spaces, and to approve a master plan for future improvements including additional parking, building expansion and aquatic center, and camp pavilion and a playfield. The 22.56-acre site is located at 11255 Nuckols Road on parcel 746-771-2682. The zoning A-1, Agricultural District. County water and sewer. **(Three Chopt)**

The staff recommends approval subject to the annotations on the plans, the standard conditions for developments of this type, and the following additional conditions:

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

11. **AMENDED** - Prior to the installation of the site lighting equipment, a plan including depictions of light spread and intensity diagrams, and fixture and specifications and mounting height details shall be submitted for Planning Office review and Planning Commission approval.

23. The right-of-way for widening of Twin Hickory Road as shown on approved plans shall be dedicated to the County prior to any occupancy permits being issued. The right-of-way dedication plat and any other required information shall be submitted to the County Real Property Agent at least sixty (60) days prior to requesting occupancy permits.

24. 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.

25. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.

26. 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.

27. Insurance Services Office (ISO) calculations must be included with the plans and contracts and must be approved by the Department of Public Utilities prior to the issuance of a building permit.

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

29. The owners shall not begin clearing of the site until the following conditions have been met:

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

structures and easements shall be shown.

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

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

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

30. The conceptual master plan, as submitted with this application, is for planning and information purposes only. All subsequent detailed plans of development and construction plans needed to implement this conceptual plan may be administratively reviewed and approved and shall be subject to all regulations in effect at the time such subsequent plans are submitted for review/approval, except that future phases involving buildings over 2500 square feet require approval by the Planning Commission.

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

32. A parking study shall be provided with each major phase of the construction plan, unless waived by the Director of Planning, to ensure adequate on-site parking is provided.

33. No parking is permitted in the minimum 40-foot street side yard along Twin Hickory Road or in the minimum 50-foot front yard along Nuckols Road, unless a variance is granted by the Board of Zoning Appeals.

34. Parking shall be improved in accordance with the requirements of the Department of Public Works unless otherwise waived by the Director of Public Works. The existing temporary parking area constructed with Phase 2 should be improved with Phase 3. All parking needed to satisfy minimum zoning parking requirements must be improved.

35. A construction staging plan should be provided with each phase of the construction plans. The staging plan should address parking stockpiles, construction trailers, porta-johns, fire lanes and BOCA egress requirements.

36. A public sidewalk or private pedestrian walk shall be provided along the east side of Twin Hickory Road from the southern property line to the pedestrian tunnel walk with Phase 3 improvements.

37. A public sidewalk or private pedestrian walk shall be provided along the east side of Twin Hickory Road from Nuckols Road to the northern most entrance along Twin Hickory Road with Phase 4 improvements.

38. A public sidewalk or private pedestrian walk shall be provided along the east side of Twin Hickory Road from the northern most entrance along Twin Hickory Road to pedestrian tunnel walk with Phase 5 improvements.

39. Provide or maintain landscaping equal to 10-foot transitional buffer landscaping between BMP and adjoining properties at the time of landscape plan review for BMP.

40. A minimum 10-foot transitional buffer should be maintained or provided between parking located within a side yard and a street or propertyline.

41. A minimum 10-foot transitional buffer should be maintained or provided between the proposed aquatics center and the western property line.

42. A minimum 10-foot transitional buffer should be maintained or provided between the future play field and both the southern and western property line.

43. Lighting fixtures on the future playing field and aquatics center shall not exceed a height of



25 feet.

**(Staff Report by Michael Kennedy)**



**ACTION: Approved**

**LANDSCAPE PLAN** (*Deferred from the February 26, 2003, Meeting*)

**LP/POD-54-01**

Magnolia Point, Sections 1-3 – VirginiaCenter Parkway and Francis Road

**Mike Doczi for Magnolia Pointe, 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 12.141-acre site is located at the intersection of Virginia Center Parkway and Francis Road on parcel 782-767-6816. The zoning is RTHC, Residential Townhouse District (Conditional). **(Fairfield)**

As of the preparation date of the agenda, the staff has not received a revised plan, as requested. The staff recommendation will be made at the meeting. Should the Commission act on this request, the standard conditions for landscape and lighting plan are recommended.

**(Staff Report by Michael Kennedy)**



**ACTION: Approved**

**SUBDIVISION** (*Deferred from the December 18, 2002, Meeting*)

**Newstead Landing** (A Resubdivision of Newstead Landing, Section A and a Portion of Newstead Farms) (September 2002 Plan)

**Engineering Design Associates for Newstead Landing L.C.:** The 52.7-acre site is located on the south line of Kingsland Road 140 feet east of Osborne Landing (private road) on parcels 808-670-1962, 3363, 4865, 6169, 1028; 808-668-9806 and 809-668-6715. The zoning is A-1, Agricultural District. Private central water and central sewer system. **(Varina)**30 Lots

The Planning Office has not received any additional information since the December 18, 2002 meeting. Two departments cannot recommend approval. The Department of Public Utilities cannot recommend approval because Chapter 23 of the Henrico Code requires each lot be served by either County water, County sewer, private wells or individual sewage disposal system.

The Department of Planning cannot recommend approval because there are three conflicts with the County Code. First, the length of Newstead Landing Drive exceeds the length of a cul-de-sac road without an intersecting street, which connects to other streets unless specifically permitted by the Planning Commission. The County Code, Section 19-112, limits cul-de-sac street length to 1,320 feet and approximately 3,882 feet is proposed. Second, Section 19-146(2)(b) of the County Code does not permit use of either private central water or private sewer systems. Third, Section 24-95(u)(1)a. prohibits the development of new dwellings in the flood plain. Staff recommends the plan as proposed be withdrawn.

**(Staff Report by Ted McGarry)**

 **ACTION: Deferred to April 23, 2003**

## **SUBDIVISION**

**Casey Meadows** (March 2003 Plan)

**Koontz-Brant, P.C. for J. Stephan Cametas:** The 37.22-acre site is located on the north line of Meadow Road, approximately 2000 feet east of Hanover Road on parcels 831-720-3959 and 831-721-8011. The zoning is A-1, Agricultural District and Airport Safety Overlay (ASO) District. County water and sewer. (**Varina**) 29 Lots

There is one outstanding issue. The Environmental Division of the Department of Public Works does not agree with the wetlands delineation and cannot recommend approval. A field meeting to resolve the issue is scheduled for the week of March 17. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for subdivisions served by public utilities, the following additional conditions are recommended:

12. The limits and elevation of the 100 year frequency flood shall be conspicuously noted on the plat and construction plans and labeled "Limits of 100 year floodplain." Dedicate floodplain as a "Variable Width Drainage & Utilities Easement."

13. The detailed plant list and specifications for the landscaping to be provided within the 25-foot-wide planting strip easement along Meadow Road shall be submitted to the Planning Office for review and approval prior to recordation of the plat.

14. Each lot shall contain at least 43,560 square feet, exclusive of the flood plain areas.

15. The applicant shall provide a mortgage survey for the existing dwelling on Parcel C.

11. The surplus parcel north of Parcel D shall be either conveyed to Parcel D or combined with Lot 1 Block B.

12. The applicant shall provide a right-of-way dedication for the return for the east side of Meadow Road Place unless a waiver is granted by the Director of Public Works.

**(Staff Report by Ted McGarry)**

 **ACTION: Approved**

## **SUBDIVISION**

**Covington** (March 2003 Plan)

**Koontz-Brant, P.C. for Wilton Development Corporation:** The 36.42-acre site is located at the northwest intersection of Nuckols Road and Shady Grove Road on parcel 742-777-9115. The zoning is R-2AC, One-Family Residence District (Conditional). County water and sewer. (**Three Chopt**) 73 Lots

As of the preparation date of the agenda, the staff has not received a revised plan, as requested. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for subdivisions served by public utilities, the following additional conditions are recommended:

12. Each lot shall contain at least 13,500 square feet, exclusive of the flood plain areas.
13. Prior to requesting final approval, the engineer shall furnish the Planning Staff a plan showing a dwelling situated on Lot 16 to determine if the lot design is adequate to meet the requirements of Chapter 24, of the Henrico County Code.
14. The limits and elevation of the 100 year frequency flood shall be conspicuously noted on the plat and construction plans and labeled "Limits of 100 year floodplain." Dedicate floodplain as a "Variable Width Drainage & Utilities Easement."
15. The detailed plant list and specifications for the landscaping to be provided within the 30-foot-wide planting strip easement along Nuckols Road and Shady Grove Road shall be submitted to the Planning Office for review and approval prior to recordation of the plat.
16. The proffers approved as part of zoning case C-1C-03 shall be incorporated in this approval.
17. Prior to requesting final approval, a draft of the covenants and deed restrictions for the maintenance of the common area by a homeowners association shall be submitted to the Planning Office for review. Such covenants and restrictions shall be in form and substance satisfactory to the County Attorney and shall be recorded prior to recordation of the subdivision plat.
18. Any future building lot containing a BMP, sediment basin or trap and located within the buildable area for a principal structure or accessory structure, may be developed with engineered fill. All material shall be deposited and compacted in accordance with the Virginia Uniform Statewide Building Code and geotechnical guidelines established by a professional engineer. A detailed engineering report shall be submitted for the review and approval by the Building Official prior to the issuance of a building permit on the affected lot. A copy of the report and recommendations shall be furnished to the Directors of Planning and Public Works.

**(Staff Report by Kevin Wilhite)**

 **ACTION: Approved**

## **PLAN OF DEVELOPMENT & LIGHTING PLAN**

### **POD-19-03**

First Citizens Bank– Short Pump Town Center

#### **Kimley-Horn & Associates for First Citizens Bank and Forest City Commercial Group:**

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 two-story, 12,147 square foot bank building with drive-thru facilities. The 2.42-acre site is located on the north line of W. Broad Street (U. S. Route 250), approximately 1,350 feet west of the intersection with Lauderdale Drive on parcel 736-763-0263. The zoning B-3C, Business District (Conditional) and WBSO (West Broad Street Overlay) District. Private water and sewer. **(Three Chopt)**

As of the preparation date of the agenda, the staff has not received a revised lighting plan, as requested. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for developments of this type, the following additional conditions are recommended:

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.

23. The developer shall provide fire hydrants as required by the Department of Public Utilities

and Division of Fire.

24. Outside storage shall not be permitted.

25. The proffers approved as a part of zoning case C-29C-98 shall be incorporated in this approval.

26. 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.

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

**(Staff Report by Kevin Wilhite)**



**ACTION: Approved**

## **TEMPORARY PLAN OF DEVELOPMENT**

### **POD-18-03**

Grace Community Baptist Church – Pump Road and Burnside Lane

**E. D. Lewis & Associates, P.C. for Grace Community Baptist Church:** Request for approval of a temporary plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to allow an existing classroom trailer to remain for a period of one year. The 7.199-acre site is located on the northwest corner of Pump Road and Burnside Road on parcel 740-753-6225. The zoning is A-1, Agricultural District. County water and sewer. **(Tuckahoe)**

The Board of Zoning Appeals approved a conditional use permit for this classroom trailer on March 26, 2001 (UP-7-01). The Henrico County Code allows for the approval of a temporary use or structure for a maximum period of two years with no provision for renewal. The use permit expires this month and the applicant requests that the trailer be allowed to remain for an additional one year period while plans for a permanent building addition are prepared and submitted for County approval. Changes to the existing landscaping and lighting are not anticipated with this request. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for developments of this type, the following additional conditions are recommended:

23. Outside storage shall not be permitted.

24. The temporary use and related improvements shall be removed from the site on or before March 26, 2004.

**(Staff Report by Kevin Wilhite)**



**ACTION: Approved**

## **SUBDIVISION**

**Wellington Woods** (March 2003 Plan)

**Barthol Design Associates, P.C. for Rosemary Blitz and Virginia Land Resources, Inc.:** The 59.00-acre site is located at the terminus of Hawkshead Road, approximately 1,700 feet to intersection of Banstead and Charles City Roads on parcel 842-693-3378. The zoning is A-1, Agricultural District. Individual well and septic tank/drainfield. **(Varina)** 34 Lots

As of the preparation date of the agenda, the staff has not received a revised plan, as requested. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for subdivisions not served public utilities, the following additional conditions are recommended:

11. Each lot shall contain at least 43,560 square feet, exclusive of the flood plain areas.
12. The limits and elevation of the 100 year frequency flood shall be conspicuously noted on the plat and construction plans and labeled "Limits of 100 year floodplain." Dedicate floodplain as a "Variable Width Drainage & Utilities Easement."
13. Any necessary offsite drainage easements must be obtained prior to approval of the construction plan by the Department of Public Works.
14. Prior to requesting the final approval, a draft of the covenants and deed restrictions for the maintenance of the common area by a homeowners association shall be submitted to the Planning Office for review. Such covenants and restrictions shall be in form and substance satisfactory to the County Attorney and shall be recorded prior to recordation of the subdivision plat.
15. Any future building lot containing a BMP, sediment basin or trap and located within the buildable area for a principal structure or accessory structure, may be developed with engineered fill. All material shall be deposited and compacted in accordance with the Virginia Uniform Statewide Building Code and geotechnical guidelines established by a professional engineer. A detailed engineering report shall be submitted for the review and approval by the Building Official prior to the issuance of a building permit on the affected lot. A copy of the report and recommendations shall be furnished to the Directors of Planning and Public Works.

**(Staff Report by Christina Goggin)**



**ACTION: Approved**

## **SUBDIVISION**

**Shady Grove Road** (A Dedication of a Portion of Shady Grove Road) (March 2003 Plan)

**TIMMONS for The County of Henrico and Henrico County School Board:** The 1.19-acre site location along the east line of existing Shady Grove Road from its intersection with Twin Hickory Roads to approximately 250 feet south of Old Millrace Terrace on parcels 743-770-4669 and 744-771-3182. The zoning is A-1, Agricultural District. **(Three Chopt)** 0 Lots

The staff recommends conditional approval subject to the annotations on the plans and the standard conditions for subdivisions served by public utilities.

**(Staff Report by Christina Goggin)**



**ACTION: Approved**

## **PLAN OF DEVELOPMENT**

### **POD-05-03**

St. Mary's MOB West –5601 Bremono Road

**Balzer & Associates, Inc. and Dean Deforest Director Facilities Development for St. Mary's Hospital Bon Secour Richmond and Woolfolk Medical Group:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a three-story, 128,700 square foot medical office building with one story below grade and a four-story, 629 space parking deck with basement. The 11.108-acre site is located at the southwest corner of Monument Avenue and Bremono Road on parcels 768-737-4978, 2490, 3397 and 2576; 768-738-4003 and 2201. The zoning is O-3, Office District and O-3C, Office District (Conditional). County water and sewer. **(Three Chopt)**

As of the preparation date of the agenda, the staff has not had an opportunity to complete its review of the plan. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for developments of this type, the following additional conditions:

9. **AMENDED** - A detailed landscaping plan shall be submitted to the Planning Office for review and Planning Commission approval prior to the issuance of any occupancy permits.
11. **AMENDED** - Prior to the installation of the site lighting equipment, a plan including depictions of light spread and intensity diagrams, and fixture and specifications and mounting height details shall be submitted for Planning Office review and Planning Commission approval.
23. 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.
24. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
25. A standard concrete sidewalk shall be provided along the west side of Bremono Road.
26. All repair work shall be conducted entirely within the enclosed building.
27. Outside storage shall not be permitted.
28. The proffers approved as a part of zoning cases C-44C-85 and C-79C-99 shall be incorporated in this approval.
29. 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.
30. 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.
31. The loading areas shall be subject to the requirements of Chapter 24, Section 24-97(b) of the Henrico County Code.
32. Insurance Services Office (ISO) calculations must be included with the plans and contracts and must be approved by the Department of Public Utilities prior to the issuance of a building permit.
33. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.
34. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junction and accessory boxes, transformers, and generators) shall be identified on the landscape plans. All equipment shall be screened by such measures as

determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.

**(Staff Report by Christina Goggin)**



**ACTION: Deferred to April 23, 2003**

**SUBDIVISION** (*Deferred from the January 22, 2003, Meeting*)

**Old Courtney Road** (January 2003 Plan)

**Balzer & Associates, Inc. for Sunbelt Homes:** The 1.81-acre site is located at the intersection of Staples Mill Road (U.S. Route 33) and Old Courtney Road, approximately 700 feet north of Warren Road, on parcel 765-764-4863. The zoning is R-2, One-Family Residence District. County water and sewer. 3 Lots (**Brookland**)

As of the preparation date of the agenda, the staff has not received a revised plan, as requested. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for subdivisions served by public utilities, the following additional conditions are recommended:

12. Prior to requesting final approval, the engineer shall furnish the Planning Staff a plan showing a dwelling situated on Lot 2 to determine if the lot design is adequate to meet the requirements of Chapter 24, of the Henrico County Code.

13. Any necessary offsite drainage easements must be obtained prior to approval of the construction plan by the Department of Public Works.

14. The detailed plant list and specifications for the landscaping to be provided within the 10-foot-wide planting strip easement along Staples Mill Road shall be submitted to the Planning Office for review and approval prior to recordation of the plat.

**(Staff Report by Michael Cooper)**



**ACTION: Approved**

## **PLAN OF DEVELOPMENT**

### **POD-20-03**

Jiranek Medical Office –1007 Peachtree Boulevard

**Balzer & Associates, Inc. for Dr. William Jiranek:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a two-story, 2,324 square foot addition to an existing two-story, 2,240 square foot dwelling. The dwelling will be converted to a medical office. The 0.46-acre site is located at 1007 Peachtree Boulevard, approximately 150 feet north of Monument Avenue on parcel 770-737-8513. The zoning is O-1, Office District. Private water and sewer. (**Brookland**)

As of the preparation date of the agenda, the staff has not received revised elevations for the proposed dumpster enclosure, as requested. The staff recommendation will be made at the

meeting. Should the Commission act on this request, in addition to the standard conditions for developments of this type, the following additional conditions are recommended:

23. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
24. 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.
25. 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.
26. Storm water retention, based on the 50-10 concept, shall be incorporated into the drainage plans.
27. Insurance Services Office (ISO) calculations must be included with the plans and contracts and must be approved by the Department of Public Utilities prior to the issuance of a building permit.
28. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Henrico County maintained right-of-way. The elevations will be set by Henrico County.
29. Evidence of a joint ingress/egress and maintenance agreement must be submitted to the Planning Office and approved prior to issuance of a certificate of occupancy for this development.
30. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junction and accessory boxes, transformers, and generators) shall be identified on the landscape plans. All equipment shall be screened by such measures as determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.
31. 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.
32. All exterior lighting fixtures shall be designed and arranged so the source of light is not visible from the roadways or adjacent residential properties. The lighting shall be low intensity, residential in character, and the height or standards shall not exceed 15 feet.

**(Staff Report by Michael Cooper)**



**ACTION: Approved**

## **PLAN OF DEVELOPMENT**

### **POD-24-03**

Sheetz – 7035 W. Broad St.

**Balzer & Associates, Inc. for Emerywood, LLC and Sheetz, Inc.:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 5,369 square foot convenience store with fuel pumps, a 672 square foot car wash, and a 1,600 square foot outdoor dining area. The 2.376-acre site is located at the southwest corner of the intersection of Emerywood Parkway and W. Broad Street (U.S. Route 250) on parcel 766-747-7212. The zoning is M-1, Light Industrial District. County water and sewer.

**(Three Chopt)**



As of the preparation date of the agenda, the staff has not received elevations and architectural drawings for the proposed car wash, shown on the revised plan, as requested. Should the Commission act on this request in addition to the standard conditions for developments of this type, the following additional conditions are recommended:

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

11. **AMENDED** - Prior to the installation of the site lighting equipment, a plan including depictions of light spread and intensity diagrams, and fixture and specifications and mounting height details shall be submitted for Planning Office review and Planning Commission approval.

23. 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.

24. The entrances and drainage facilities on W. Broad Street (U.S. Route 250) shall be approved by the Virginia Department of Transportation and the County.

25. A notice of completion form, certifying that the requirements of the Virginia Department of Transportation entrances permit have been completed, shall be submitted to the Planning Office prior to any occupancy permits being issued.

26. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.

27. 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.

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. The owner or manager on duty shall be responsible for temporarily closing the car 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. 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.

30. Storm water retention, based on the 50-10 concept, shall be incorporated into the drainage plans.

31. Insurance Services Office (ISO) calculations must be included with the plans and contracts and must be approved by the Department of Public Utilities prior to the issuance of a building permit.

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

33. Approval of the construction plans by the Department of Public Works does not establish the curb and gutter elevations along the Virginia Department of Transportation maintained right-of-way. The elevations will be set by the contractor and approved by the Virginia Department of Transportation.

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

**(Staff Report by Michael Cooper)**

 **ACTION: Approved**

## **SUBDIVISION**

**Highland Springs**, Section 18 (March 2003 Plan)

**Engineering Design Associates for G&G Limited:** The 14.83-acre site is located at the intersection of Oakley's Lane and Holly Avenue, adjacent to Southern Railway, on parcels 818-721-5210, 6640 and 8400. The zoning is R-3, One-Family Residence District. County water and sewer. (**Varina**) 34 Lots

As of the preparation date of the agenda, the staff has not received a revised plan, as requested. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for subdivisions served by public utilities, the following additional conditions are recommended:

12. Each lot shall contain at least 11,000, exclusive of the flood plain areas.
  13. The limits and elevation of the 100 year frequency flood shall be conspicuously noted on the plat and construction plans and labeled "Limits of 100 year floodplain." Dedicate floodplain as a "Variable Width Drainage & Utilities Easement."
  14. The detailed plant list and specifications for the landscaping to be provided within the 25-foot-wide no ingress/egress planting strip easement along Holly Avenue shall be submitted to the Planning Office for review and approval prior to the recordation of the plat.
- (Staff Report by Michael Cooper)

 **ACTION: Approved**

## **PLAN OF DEVELOPMENT**

**POD-22-03**

Bethlehem Road Office Building – Bethlehem Road

**Engineering Design Associates for Hugh W. Owens:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a two-story, 6,450 square foot office building. The 2.58-acre site is located at 6501 Old Bethlehem Road on parcels 769-745-9774 and 770-745-1768. The zoning is O-2C, Office District (Conditional). County water and sewer. (**Brookland**)

A revised plan has been requested to address several outstanding issues, including provision of the required 15-foot landscape strip between the parking lot and rights-of-way, provision of adequate fire access, provision for 50/10 stormwater requirements, and elimination of encroachment, with the exception of the entrance road, into the RPA. The Planning Office, Department of Public Works, and Division of Fire can not recommend approval of the current plan, as submitted. As of the preparation date of the agenda, a revised plan has not been received. The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the standard conditions for developments of this type, the following additional conditions are recommended:

23. 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.

24. The limits and elevations of the 100-year frequency flood shall be conspicuously noted on the plan "Limits of 100 Year Floodplain." In addition, the delineated 100-year floodplain must be labeled "Variable Width Drainage and Utility Easement." The easement shall be granted to the County prior to the issuance of any occupancy permits.

25. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.

26. The proffers approved as a part of zoning case C-51C-02 shall be incorporated in this approval.

27. 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.

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. Storm water retention, based on the 50-10 concept, shall be incorporated into the drainage plans.

30. Insurance Services Office (ISO) calculations must be included with the plans and contracts and must be approved by the Department of Public Utilities prior to the issuance of a building permit.

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

**(Staff Report by Leslie News)**



**ACTION: Deferred to April 23, 2003**

## **LIGHTING PLAN**

### **LP/POD-86-02**

Carmax – Richmond Expansion

**Jeff Loman for Carmax Auto Super Stores:** Request for approval of a lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County. The 3.8-acre site is located on the southeast corner of Sadler and Old Sadler Roads on part of parcel 746-761-5525. The zoning is B-3C, Business District (Conditional). **(Three Chopt)**

The staff recommends approval subject to annotations on the plans and the standard conditions for lighting plans.

**(Staff Report by Jim Strauss)**



**ACTION: Approved**

**DISCUSSION ITEM:**

**POD-64-02, Wawa** – 5221 Brook Road – Brook Road and Wilmer Avenue. Reconsideration of the Planning Commission’s October 23, 2002, approval of the plan of development POD-64-02 which contained an annotation requiring provision of a four-foot sidewalk and a 10-foot landscape area exclusive of a side walk abutting Brook Road.



**ACTION: Approved**

**APPROVAL OF MINUTES:** February 26, 2003 Minutes



**ACTION: Approved**

**ADJOURNed** at 11:56 a.m.