

**HENRICO COUNTY**  
**PLANNING COMMISSION AGENDA**  
**FOR**  
**SUBDIVISIONS AND PLANS OF DEVELOPMENT**

**September 25, 2013**

**9:00 A.M.**

**ADDENDUM ATTACHED**



**PLANNING COMMISSION**

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

**DEVELOPMENT REVIEW AND DESIGN  
DIVISION – DEPARTMENT OF PLANNING**

David D. O'Kelly, Jr., Assistant Director of Planning  
Leslie A. News, PLA, Principal Planner  
Kevin D. Wilhite, C.P.C., AICP, County Planner  
Michael F. Kennedy, County Planner  
Christina Goggin, AICP, County Planner  
Anthony R. Greulich, C.P.C., County Planner  
Greg Garrison, AICP, County Planner  
Matthew Ward, County Planner  
Lee Pambid, C.P.C., County Planner  
Aimee B. Crady, AICP, County Planner  
Robert Peterman, GIS Technician  
Eric Dykstra, Office Assistant/Recording Secretary

**WELCOME:**

**PLEDGE OF ALLEGIANCE:**

**RECOGNITION OF NEWS MEDIA: **None Present****

**ROLL CALL: **All Present****

**REQUEST FOR DEFERRALS AND WITHDRAWALS: Leslie News**

**EXPEDITED AGENDA: Leslie News**

**SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL: Lee Pambid**

**There are no extensions of conditional approval this month.**

## TRANSFER OF APPROVAL

POD-66-76  
POD2012-00336  
Foursquare Life Church  
(Formerly Timmons Office  
Building) – 8803 Staples  
Mill Road (U.S. Route 33)

**Frederick and Amelia Cobb:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from J.K. Timmons and Associates, Inc. to Frederick and Amelia Cobb. The 0.73-acre site is located on the east line of Staples Mill Road (U.S. Route 33), approximately 220 feet north of Parham Road, on parcel 770-755-1274. The zoning is B-1, Business District, and M-1, Light Industrial District. County water and sewer. **(Brookland)**

**APPROVED**

The new owner accepts and agrees to be responsible for the continued compliance with the conditions of the original approval. Deficiencies previously identified by staff included missing landscaping, pavement maintenance and markings, and one missing stop sign. All deficiencies have been corrected as of the preparation date of this agenda. The staff recommends approval of this transfer request.

**(Staff Report by Aimee Crady)**

**(Applicant's Representative: Frederick and Amelia Cobb)**

## TRANSFER OF APPROVAL

POD-56-76  
POD2013-00033  
Surry Building at Forest  
Office Park (Formerly Koger  
Executive Center) – 1601  
Rolling Hills Drive

**CB Richard Ellis for Surry Building Associates, L.C.:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Koger Properties to Surry Building Associates, L.C. The 2.37-acre site is located on the southeastern corner of the intersection of Rolling Hills Drive and Discovery Drive, on parcel 759-744-4356. The zoning is O-2, Office District. County water and sewer. **(Three Chopt)**

**APPROVED**

The new owner accepts and agrees to be responsible for the continued compliance with the conditions of the original plan of development approval. The site deficiencies, as identified in the staff report dated April 11, 2013, included missing landscaping, and resealing and striping the parking lot. All deficiencies have been corrected as of the preparation date of this agenda. The staff recommends approval of this transfer request.

**(Staff Report by Christina Goggin)**

**(Applicant's Representative: Chris Hirth)**

## TRANSFER OF APPROVAL

POD-53-87

POD2012-00449

Trails at Short Pump

(Formerly Dominion West  
End Apartments and Braeton

Bay Apartments) – 3909

Terrence Bay Court

**Nathan Gilbert for G & I VII West End, LLC:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from United Dominion Realty Trust, Inc. to G & I VII West End, LLC. The 32.241-acre site is located along the northern line of Three Chopt Road, approximately 1,400 feet west of Cox Road, on parcel 745-759-3247. The zoning is R-5C, General Residence District (Conditional), and C-1C, Conservation District (Conditional). County water and sewer. **(Three Chopt)**

**APPROVED**

The new owner accepts and agrees to be responsible for the continued compliance with the conditions of the original plan of development approval. The site deficiencies as identified in the staff report dated March 4, 2013, included missing landscaping which has been installed. The staff recommends approval of this transfer request.

**(Staff Report by Christina Goggin)**

**(Applicant's Representative: Nathan Gilbert)**

**(Applicable Rezoning Cases and PUPS: C-28C-86)**

## **TRANSFER OF APPROVAL (Deferred from June 26, 2013)**

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

**DEFERRED BY  
APPLICANT TO 11/20/13**

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

Over the last two years, staff has been working with project representatives to address site deficiencies identified in the inspection report dated June 15, 2011. Since that time the applicant has corrected several deficiencies related to the construction of dumpster enclosures and removal of unauthorized metal cargo containers. The applicant submitted a landscape plan to address landscape deficiencies prior to the May Planning Commission hearing. However, the applicant requested a deferral, and submitted a newly revised landscape plan on August 9, 2013 to replace the originally approved landscape plan. The applicant has been advised that the revised landscaping does not adequately address previously identified deficiencies. At this time the applicant has not resolved the remaining landscape deficiencies. In particular the lack of interior parking area landscaping and insufficient plantings within the proffered buffer along West Broad Street have not be addressed.

In addition the applicant has submitted evidence of a contract that provides for the resolution of parking lot deficiencies including patchwork, resealing and re-stripping. The contract provides that all work in the parking lot will be completed by December 31, 2013.

Since resolution of the landscaping deficiencies have not been fully addressed at this time, **the applicant has requested a deferral to the November 20, 2013 meeting.**

**(Staff Report by Matt Ward)  
(Applicant's Representative: Rob Buie)  
(Applicable Rezoning Cases and PUPS: C-76C-89; C-77C-89)**

## LANDSCAPE PLAN AND SITE LIGHTING PLAN

POD2013-00282, POD2013-00283  
Marshall Springs at Gayton West - Tract D - 12416  
Bacova Drive

**Timmons Group for Bacova Road Apartments, LLC:**  
Request for approval of a landscape plan and a lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code. The 23.3-acre site is located on the northeast corner of the intersection of Bacova Drive and N. Gayton Road, on parcel 735-766-8340. The zoning is R-6C, General Residential District. County water and sewer. **(Three Chopt)**

### **APPROVED**

This request for approval includes landscape and lighting plans for the first of two apartment tracts for Marshall Springs at Gayton West. The tract currently under construction, Tract D, includes 324 of the 420 proposed units, along with the clubhouse, fitness center, and multiple amenity areas throughout the site. The landscape plan includes an overall plan with major tree plantings, particularly within the perimeter buffers, and a supplemental enhanced landscape plan, which provides details on the typical quantity and quality of plantings to be provided at the foundation of each building and within the amenity areas. An irrigation plan is provided for informational purposes, as irrigation is required by the proffered conditions. All above ground irrigation equipment will be screened by locking boxes and painted as applicable.

Entrance signage features are included and are consistent with proffered conditions and will tie into the decorative wrought iron fence along the perimeter.

Site lighting proposed includes full cut-off decorative fixtures that are compatible with residential design and pedestrian scale. Photometric plans demonstrate that sidewalks and parking lots meet minimum safety lighting standards while preventing light trespass across any property line.

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

**(Staff Report by Aimee Crady)**

**(Applicant's Representative: Lucille Lanier)**

**(Applicable Rezoning Cases and PUPS: C-09C-11)**

## SUBDIVISION

SUB2013-00134  
Estates at Winterberry  
(September 2013 Plan) -  
5220 Springfield Road (State  
Route 157)

### APPROVED

**Bay Companies, Inc. for Horace H. Lewis, Blanche H. Lewis, and Springfield/Lewis, LLC:** The 15-acre site proposed for a subdivision of 16 single-family homes is located on the west line of Springfield Road (State Route 157), approximately 150 feet south of Wintercreek Drive, and at the eastern terminus of Kimbermere Court, on parcels 755-769-3074 and 755-769-7664. The zoning is R-3C, One-Family Residential District (Conditional), and A-1, Agricultural District. County water and sewer and septic tank and drainfield. **(Brookland) 16 Lots**

This subdivision includes 11.16 acres which was rezoned for a single family subdivision with zoning case REZ2013-00007, and 3.84 acres zoned A-1, with an existing house on it to remain. The parcel lines for the existing house are being modified with this subdivision, therefore requiring inclusion of both original parcels within the proposed Estates at Winterberry subdivision plat. Right-of way dedication for the future road widening and turn lane on Springfield Road is required along the entire subdivision's frontage. Public Works is not requiring construction of the ultimate road section or turn lane at this time. The plan is in substantial accordance with the layouts provided at time of rezoning.

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

13. The plat shall contain a statement that the common area is dedicated to the common use and enjoyment of the homeowners of Estates at Winterberry, 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.
14. At least sixty days prior to recordation of the plat, a draft of the covenants and deed restrictions for the maintenance of the common area shall be submitted to the Department of Planning 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. The details for the landscaping to be provided within the 25-foot wide planting strip easement for Lot #1 along Springfield Road (State Route 157) shall be submitted to the Department of Planning for review and approval prior to recordation of the plat.
16. Any necessary offsite drainage easements must be obtained prior to final approval of the construction plan by the Department of Public Works.
17. The proffers approved as part of zoning case REZ2013-00007 shall be incorporated in this approval.
18. The final plat for recordation shall contain information showing The Chesapeake Bay Preservation areas, if any, in accordance with Chapter 19, Section 19-72 (18), of the Henrico County Code, as determined by the Director of Public Works.
19. The developer shall provide signage, the wording and location as deemed appropriate by the Director of Public Works, which addresses the possible future extension of the stub street.
20. 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.

21. The final plat shall contain a statement that this subdivision is on an abandoned coal mine site. The wording shall be approved by the Planning Staff and the County Attorney, and shall be conspicuous on the face of the plat.
22. Before the plat is recorded, the developer shall submit to the Department of Planning a detailed report prepared by a qualified professional engineer specifying the proposed treatment of mine shafts and scars. The report shall be reviewed by the Design Division of Public Works, and shall be made a part of the construction plans approved for the subdivision.

**(Staff Report by Christina Goggin)**

**(Applicant's Representative: Daniel Caskie)**

**(Applicable Rezoning Cases and PUPS: REZ2013-00007)**



## SUBDIVISION - DOUBLE FRONTAGE EXCEPTION

SUB2013-00131  
Dumbarton  
(September 2013 Plan) -  
3030 Greenway Avenue

**DEFERRED BY  
APPLICANT TO 10/23/13**

**Balzer and Associates, Inc. for Village Bank:** The 3.0-acre site proposed for a subdivision of 4 single-family homes is located on the north line of Greenway Avenue, and the south line of Irisdale Avenue, approximately 195 feet east of Greendale Road, on parcels 775-745-9842, 776-745-1246, 775-745-8761, 775-745-9463, 776-745-0165, and 776-745-0968. The zoning is R-4, One-Family Residential District. County water and sewer. **(Brookland) 4 Lots**

This subdivision layout proposes 4-double frontage lots for single-family development facing both Irisdale and Greenway Avenues. A right-of-way dedication of 2.5 feet is required for the property frontage along Greenway Avenue. In addition, road widening of 18 feet from centerline and construction of curb and gutter along Irisdale Avenue has been required by Public Works.

The Army Corp of Engineers has required the majority of the wetlands on the property to be preserved. They have authorized minimal impacts to provide buildable areas for 4 lots fronting on Irisdale Avenue. Effectively these are not double frontage lots because a majority of the rear yards will be occupied by wetlands to be preserved. As required, a ten-foot no ingress and egress easement will be provided along Greenway Avenue. In addition, a minimum of 150 feet of preserved wetlands separates the buildable area of each lot from Greenway Avenue.

When double frontage lots are proposed to have frontage on two minor streets, an exception to Henrico Subdivision Ordinance Section 19-135 is required in accordance with Section 19-4 of the Subdivision Ordinance. Staff has no objection to this request.

Previous conditional subdivision approval by the Planning Commission for 8 lots in February 2009 required a seven-foot fence to be constructed along the western property line as a visual barrier from the adjacent industrial property. That conditional approval expired February 2010. Staff has requested the applicant provide a fence along the western property line to separate the lots from the adjoining industrial property. The applicant is considering this request.

Should the Commission act on this request, staff recommends conditional approval subject to the annotations on the plans, the standard conditions subdivisions served by public utilities and the following additional conditions:

13. Each lot shall contain at least 8,000 square feet.
14. The details for the landscaping to be provided within the 10 foot wide planting strip easement along Grenoble Road shall be submitted to the Department of Planning for review and approval prior to recordation of the plat.
15. Any necessary offsite drainage easements must be obtained prior to final approval of the construction plan by the Department of Public Works.

**(Staff Report by Matt Ward)  
(Applicant's Representative: Cameron Palmore)**

## PLAN OF DEVELOPMENT AND REVISED MASTER PLAN

POD2013-00276

W. Broad Professional Office  
at Reynolds Crossing - Forest  
Avenue and W. Broad Street  
(U.S. Route 250)  
(POD-43-07 Rev.)

**APPROVED**  
**SEE ADDENDUM PG. 1**

**RK&K Engineers for Reynolds Holding, LLC and Clear Springs Development, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to revise a master plan and previously approved plan of development, and construct a two-story, 40,000 square foot office building and a freestanding, drive-up ATM machine. The 6.59-acre site is located at the northwest corner of the intersection of W. Broad Street (U.S. Route 250) and Forest Avenue, on parcels 767-744-9052, 767-744-9240, 767-744-8570, and 767-744-8181. The zoning is B-2C, Business District (Conditional). County water and sewer. (**Tuckahoe**)

The applicant is requesting approval to revise a master plan and previously approved POD to construct a two-story 40,000 square foot office building and freestanding, drive-up ATM machine. The Planning Commission previously granted approval for a one-story, 10,625 square foot daycare facility with 11 classrooms, a one-story, 5,985 square foot restaurant, and a one-story, 6,683 square foot restaurant on July 25, 2007. Since then, only the 5,985 square foot restaurant has been built. Therefore, in lieu of the daycare and second restaurant, the applicant is requesting approval for a 40,000 square foot office building, half of which will be devoted to medical office, and the other half will be general office use. Additional parking to meet the requirements for the office building will be constructed on the remaining pad site.

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

29. The proffers approved as a part of zoning case C-13C-07 shall be incorporated in this approval.
30. The certification of building permits, occupancy permits and change of occupancy permits for individual units shall be based on the number of parking spaces required for the proposed uses and the amount of parking available according to approved plans.
31. 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 Department of Planning 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.

32. The conceptual master plan, as submitted with this application, is for planning and information purposes only.

**(Staff Report by Greg Garrison)**  
**(Applicant's Representative: Malachi Mills)**  
**(Applicable Rezoning Cases and PUPS: C-13C-07)**

## PLAN OF DEVELOPMENT

POD2013-00279

Enviroscape Inc. Office and Service Building - Techpark Place

**DEFERRED BY  
APPLICANT TO 10/23/13**

**Draper Aden Associates for Atack ME Tech Park Partners, LLC and Enviroscape, Inc.:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 10,000 square foot office warehouse facility. The 4.07-acre site is located along the west line of Techpark Place, approximately 1,590 feet south of Technology Boulevard, on part of parcel 844-704-9230. The zoning is M-2C, General Industrial District (Conditional). County water and sewer. (**Varina**)

The applicant has proposed construction of a contractor's office, equipment maintenance facility, a warehouse, and an equipment storage yard. The Board of Supervisors, on June 11, 2013 approved zoning case REZ2013-00005 which amended the proffers associated with zoning case C-60C-97, to permit outdoor storage of building materials for sale and contractor's equipment, provided the outdoor storage area is screened with a berm that is a minimum of eight (8) feet in height, and which is both planted to a Transitional Buffer 35 and irrigated.

As of the preparation date of the agenda, the staff has not received a revised plan that addresses several staff comments, as follows.

The conditions of subdivision approval for Techpark require a conceptual master plan to be submitted with each POD and require a secondary access drive to be provided when development exceeds 500,000 square feet of floor area. The proposed master plan and POD show a future 50-foot right-of-way across the subject property in the future. However, the Department of Public Works Design Manual requires a 55-foot right-of-way for commercial access roads. In addition the Department of Public Works has indicated that right-of-way for the future road must be dedicated at this time, and that the future road must be brought to ultimate grade, in order to ensure that no additional grading or construction easements are required across the subject property.

The Traffic Engineer has indicated that the driveway entrance for the proposed northern access drive for this parcel does not have sufficient separation from the future road. The Public Works Design Manual requires a separation of 150' from the proposed driveway centerline to future road centerline. The proposed plan provides only 120' feet of separation. The northern driveway entrance would need to be either relocated or eliminated.

Planning notes the proposed berms **do not** satisfy the proffered requirements. The proposed berms have inadequate height and do not screen the entire outdoor storage area. The applicant has proposed to grade the proposed berms with a 1-to-1 slope; which is inconsistent with County design standards which require a minimum of a 2-to-1 slope for both erosion control and landscaping. The schematic landscape plan does not include an irrigation plan or provide landscaping along all sides of the outdoor storage area. The plan indicates a portion of the outdoor storage area would be located in front of the proposed building in violation of the proffers. The proposed chain link gates do not provide adequate screening in accordance with design standards. Planning staff also notes additional information is needed on the number of vehicle service bays and the warehouse area proposed, in order to determine required parking.

The Department of Public Utilities has required an additional fire hydrant to satisfy fire protection standards. The Division of Fire originally required additional paved fire lanes in the

proposed storage yard around the proposed warehouse and vehicle maintenance facility, to satisfy their hand hose lay and access requirements. However, the applicant has indicated they would like to maintain a gravel surface in their storage area, as they believe their heavy equipment would damage any paved surface. The Fire Marshal has granted an exception to allow gravel fire lanes to remain. Should the use change, paved fire lanes may be required in the future.

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, annotations on the plans and the following additional conditions:

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.
29. The subdivision plat for dedication of the future road along the northern property line shall be recorded before any occupancy permits are issued.
30. All repair work shall be conducted entirely within the enclosed building.
31. Outside storage shall not be permitted between the front of the building and the front street boundary.
32. The proffers approved as a part of zoning cases C-60C-97 and REZ2013-00005 shall be incorporated in this approval.
33. The conceptual master plan, as submitted with this application, is for planning and information purposes only.
34. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junctions and accessory boxes, transformers, and generators) shall be identified on the landscape plan. All building mounted equipment shall be painted to match the building, and 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.
35. The future road must be cleared and graded to meet Department of Public Works engineering and traffic standards, as determined by the Director of Public Works, prior to issuance of a Certificate of Occupancy.

**(Staff Report by Matt Ward)**

**(Applicant's Representative: Glenn Custis)**

**(Applicable Rezoning Cases and PUPS: C-60C-97; REZ2013-00005)**

## PLAN OF DEVELOPMENT

POD2013-00278  
Bowles Crossing at Bacova -  
4660 Pouncey Tract Road  
(State Route 271)

**DEFERRED BY  
APPLICANT TO 10/23/13**

**Youngblood, Tyler & Associates, P.C. for Bacova, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 89 detached dwellings for sale with zero-lot-lines. The 26.20-acre site is located on the west line of Pouncey Tract Road (State Route 271), approximately 375 feet north of Bacova Drive, and on the south line of Kain Road, approximately 350 feet west of Pouncey Tract Road (State Route 271), on parcels 739-766-3768 and 738-766-9367, and part of parcel 739-766-2504. The zoning is R-5AC, General Residential District (Conditional), and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

The applicant proposes an 89-lot, zero lot-line development which was previously reviewed and granted Conditional Subdivision approval this past April 2013. It is subject to the proffers of zoning case C-19C-12, approved by the Board of Supervisors at their November 13, 2012 meeting. The layout plan is in conformance with the proffered layout and conditions and the POD matches the layout approved at time of Conditional Subdivision approval.

The plan of development phase of approval includes additional information regarding the architectural design of the proposed units. The renderings, elevations, and floor plans are in conformance with the proffered conditions and applicable code. The proposed units range in base square footage between 1,800 and 2,592 square feet, with multiple optional features that may add up to 1,100 square feet to each individual unit. This exceeds the minimum proffered square footage of 1,700 square feet.

Front elevations are proffered to meet or exceed 20% brick or stone on one-half of the units, and to meet or exceed 60% brick or stone on the remaining units. The architectural plans demonstrate that these ratios will be met, with the option for purchasers to have 100% brick or stone facades as desired. The proffers include the provision that identical units may not be located adjacent to one another, and varying materials and colors will add to the aesthetic of the community. Other options include attached or detached garage options, as all units must include at least a one-car garage having a minimum clear area exceeding the proffered minimum of 18 feet by 10 feet. This is verified by the garage floor plan, showing typical 2-car garages exceeding this area and without obstructions.

An all-weather multi-use path ties into the overall pedestrian network and multiple buffer areas, which include requirements for berms, fences, and enhanced landscaping in accordance with the approved proffers, and as shown on the staff plan. Plant species selection and precise placement of plantings will be determined by the subsequent landscape plan approval. While not explicitly proffered, the applicant has indicated an intention to provide pedestrian scale lighting within each lot.

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 Department of Planning for review and Planning Commission approval prior to the issuance of any occupancy permits.

29. The right-of-way for widening of Pouncey Tract Road (State Route 271) 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.
30. The entrances and drainage facilities on Pouncey Tract Road (State Route 271) shall be approved by the Virginia Department of Transportation and the County.
31. 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 Department of Planning prior to any occupancy permits being issued.
32. A concrete sidewalk meeting County standards shall be provided along the east side of Liesfeld Farm Drive and the south side of Kain Road.
33. A concrete sidewalk meeting VDOT standards shall be provided along the west side of Pouncey Tract Road (State Route 271).
34. The proffers approved as a part of zoning case C-19C-12 shall be incorporated in this approval.
35. Prior to approval of construction plans, the developer must furnish a letter from Dominion Virginia Power stating that this proposed development does not conflict with their facilities.
36. 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 Department of Planning - 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 defect bond shall remain in effect for a period of three years from the date of the issuance of the final occupancy permit. Prior to the issuance of the last Certificate of Occupancy, a professional engineer must certify that the roads have been designed and constructed in accordance with County standards.
37. 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.
38. 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.
39. The developer shall provide signage, the wording and location as deemed appropriate by the Director of Public works, which addresses the possible future extension of any stub street.
40. 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.
41. Eight-foot easements for construction, drainage, and maintenance access for abutting lots shall be provided and shown on the POD plans.
42. 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.
43. 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.

**(Staff Report by Aimee Crady)**  
**(Applicant's Representative: Jonathan Cosby)**  
**(Applicable Rezoning Cases and PUPS: C-19C-12)**

## **SUBDIVISION**

SUB2013-00137  
Wistar Place  
(September 2013 Plan) -  
Wistar Road

### **APPROVED**

**Youngblood, Tyler & Associates for Liu Yaowa, Liya Qiao, Yin Lu, and Wistar Place, LLC:** The 1.59-acre site proposed for a subdivision of 6 single-family homes is located on the south line of Wistar Road, approximately 100 feet east of Elmbrook Road, on parcel 769-751-7510, and part of parcel 769-751-6726. The zoning is R-3C, One-Family Residential District (Conditional). County water and sewer. **(Brookland) 6 Lots**

The proposed subdivision layout provides 6 lots for single-family development. This previous residual acreage was reserved in Wistar Place (May 2013 Plan) until rezoning approval from R-5 to R-3C was granted by the Board of Supervisors on August 13, 2013.

A 7-foot high white vinyl fence will be provided along the rear property line and side property line of lot 1 and lot 9 located in Wistar Place, Section 1.

The staff recommends approval subject to the annotations on the plans, standard conditions for subdivisions served by public utilities, and the following additional conditions:

13. Each lot shall contain at least 11,000 square feet.
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 Department of Planning for review. Such covenants and restrictions shall be in a form and substance satisfactory to the County Attorney and shall be recorded prior to recordation of the subdivision plat.
15. Any necessary offsite drainage easements must be obtained prior to final approval of the construction plan by the Department of Public Works.
16. The proffers approved as part of zoning case REZ2013-00009 shall be incorporated in this approval.
17. The developer shall provide signage, the wording and location as deemed appropriate by the Director of Public Works, which addresses the possible future extension of the stub street

**(Staff Report by Matt Ward)**  
**(Applicant's Representative: Jonathan Cosby)**  
**(Applicable Rezoning Cases and PUPS: REZ2013-00009)**



## PLAN OF DEVELOPMENT (Deferred from July 24, 2013)

POD2013-00162  
Simply Storage Building #2  
Expansion - 4475 Pouncey  
Tract Road (State Route 271)  
(POD-74-99 Rev.)

**Balzer and Associates, Inc. for Short Pump Simply Storage:**  
Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a second story, 39,638 square foot addition to an existing one-story, 37,100 square foot storage building. The 5.603-acre site is located on the east line of Pouncey Tract Road (State Route 271) and the north line of Interstate 64, approximately 1,360 feet south of Twin Hickory Lake Drive, on parcel 741-764-0116. The zoning is M-1C, Light Industrial District (Conditional), and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

### APPROVED

This proposal is a revision to a previously approved plan of development (POD-74-99) which includes constructing a second-story addition to an existing one-story storage building.

Since deferral of the case from the July 24, 2013 Planning Commission meeting, the applicant held a neighborhood meeting to discuss the proposed building design. No opposition to the plan was received. The applicant provided upgraded materials and detailing to the building architectural elevations originally submitted. The most recent redesign reflects an enhanced building that will better blend with the adjoining residential area. Building elevations will include a tan brick band above the existing split-face CMU, an almond standing seam metal wall panel and addition of functional windows and dormers on the north building elevation.

As preparation of the agenda, the applicant has not submitted the required information to the Department of Public Works to determine if water quality requirements are met.

The staff recommendation will be made at the meeting. Should the Commission act on this request, in addition to the annotations on the plan and the standard conditions for developments of this type, the following additional conditions are recommended:

1. **MODIFIED** - The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water. The applicant shall furnish proof to the Planning Department that conditions satisfactory to the Health Department have been met that ensure the septic tank drainfield system is suitable for this project prior to the issuance of a building permit.
29. Outside storage shall not be permitted.
30. The proffers approved as a part of zoning case C-20C-93 shall be incorporated in this approval.
31. The location of all existing and proposed utility and mechanical equipment (including HVAC units, electric meters, junctions and accessory boxes, transformers, and generators) shall be identified on the landscape plan. All building mounted equipment shall be painted to match the building, and 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 Matt Ward)**

**(Applicant's Representative: Christopher Shust)**

**(Applicable Rezoning Cases and PUPS: C-20C-93; P-01-98; P-10-93)**

**APPROVAL OF MINUTES: July 24, 2013 Minutes APPROVED AS CORRECTED**

**ADJOURN @ 10:19 A.M.**

**PLANNING COMMISSION AGENDA  
FOR  
SUBDIVISIONS AND PLANS OF DEVELOPMENT  
September 25, 2013**

**ADDENDUM**

**PAGE 12 - ADDED ARCHITECTURAL ELEVATION FOR ATM**

**PLAN OF DEVELOPMENT AND REVISED MASTER PLAN**

POD2013-00276

W. Broad Professional Office  
at Reynolds Crossing - Forest  
Avenue and W. Broad Street  
(U.S. Route 250)  
(POD-43-07 Rev.)

**APPROVED**

**RK&K Engineers for Reynolds Holding, LLC and Clear Springs Development, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to revise a master plan and previously approved plan of development, and construct a two-story, 40,000 square foot office building and a freestanding, drive-up ATM machine. The 6.59-acre site is located at the northwest corner of the intersection of W. Broad Street (U.S. Route 250) and Forest Avenue, on parcels 767-744-9052, 767-744-9240, 767-744-8570, and 767-744-8181. The zoning is B-2C, Business District (Conditional). County water and sewer. (**Tuckahoe**)