

HENRICO COUNTY
PLANNING COMMISSION AGENDA
FOR
SUBDIVISIONS AND PLANS OF DEVELOPMENT

November 18, 2015

9:00 A.M.

ADDENDUM ATTACHED



PLANNING COMMISSION

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

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

Jean M. Moore, 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
Kate B. Teator, Senior Planning Technician/Recording
Secretary

WELCOME: @ 9:02 AM

PLEDGE OF ALLEGIANCE:

RECOGNITION OF NEWS MEDIA: None

ROLL CALL:

REQUEST FOR DEFERRALS AND WITHDRAWALS: Leslie News

EXPEDITED AGENDA: Leslie News

SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL: Lee Pambid

FOR INFORMATIONAL PURPOSES ONLY

There are no conditional extension requests for this month.

TRANSFER OF APPROVAL

POD-08-79
POD2015-00181
Catapult Management Inc.
(Formerly Thomas Hamilton
& Associates) – 6200
Lakeside Avenue

Jeff Camden for Carson Properties, LLC: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Thomas Hamilton & Associates to Carson Properties, LLC. The 0.41-acre site is located on the northwest corner of the intersection of Lakeside Avenue and Maplewood Road, on parcel 781-748-2302. The zoning is B-1, Business District. County water and sewer. **(Fairfield)**

**DEFERRED TO
DECEMBER 16, 2015
MEETING BY
APPLICANT**

The new owner accepts and agrees to be responsible for continued compliance with the conditions of original approval. Deficiencies as identified in the staff report dated June 2, 2015 include unmaintained landscaping and missing stop bars and striping. Landscaping maintenance has been completed. The pavement work has commenced onsite with a proposed completion date of Monday, November 9, 2015. Staff continues to monitor its progress.

At the time of the agenda's preparation, staff is waiting for confirmation from the applicant that the deficiencies have been corrected. The staff recommendation will be made at the meeting.

**(Staff Report by Lee Pambid)
(Applicant's Representative: Jeff Camden)**

TRANSFER OF APPROVAL

POD-33-96
POD2015-00210
Walgreens – 4720 Nine Mile
Road

APPROVED/EXPEDITED

Doug White for Realty Income Properties 9, LLC and Laburnum Development Company, Inc.: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Laburnum Development Company, Inc. and Exxon to Realty Income Properties 9, LLC. The 1.89-acre site is located on northwest corner of the intersection of N. Laburnum Avenue and Nine Mile Road, on parcel 810-723-2870. The zoning is B-3, Business 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 original approval. The deficiencies, as identified in the staff report dated May 28, 2015, including missing landscaping and curb stop repairs have been completed.

The staff recommends approval of this transfer request.

**(Staff Report by Greg Garrison)
(Applicant's Representative: Doug White)**

TRANSFER OF APPROVAL

POD-20-94 (pt.)
POD2015-00051, POD2015-00052, and POD2015-00053
West Shore I, II, and III
(Formerly The Concourse at
Wyndham - Office Park) -
100, 201, and 301 Concourse
Boulevard

APPROVED/EXPEDITED

Sean Davis for Westdale West Shore, LP: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Highwoods/Forsyth LTD Partnership to Westdale West Shore, LP. The 9.23-acre site is located The 9.454-acre site is on three different parcels. West Shore I is located at the northwest corner of the intersection of Nuckols Road and Concourse Boulevard on parcel 745-775-9335, and West Shore II and III are located at the northeast corner of the intersection of Nuckols Road and Concourse Boulevard, on parcels 746-774-1699 and 746-775-3732. The zoning is O/SC, Office Service District (Conditional). County water and sewer. **(Three Chopt)**

The new owner accepts and agrees to be responsible for the continue compliance with the conditions of the original approval.

Staff met on-site with project representatives to address site deficiencies identified in the inspection report dated February 24, 2015. The site inspection included deficiencies in all three parking lots which included: patchwork, curb and gutter repair, resealing and repainting parking spaces, pavement markings and stop bars as needed. All deficiencies have been addressed.

Also, the applicant provided missing landscaping required in the greenbelt along Nuckols Road, in the northern buffer adjacent to Holman Middle School and in various areas throughout each building site.

The staff recommends approval of this transfer request.

(Staff Report by Matt Ward)
(Applicant's Representative: Sean Davis)
(Applicable Rezoning Cases and PUPS: C-30C-89)

TRANSFER OF APPROVAL

POD-93-87
POD2015-00205
Westerre I – 3951 Westerre
Parkway

APPROVED/EXPEDITED

Gail Porfilio for TSO Westerre Richmond, LP: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from F.I.G. Holding Company to TSO Westerre Richmond, LP. The 5.8-acre site is located on the east line of Westerre Parkway, approximately 450 feet south of its intersection with W. Broad Street (U.S. Route 250), on parcel 750-759-4330. The zoning is O-3C, Office District (Conditional). County water and sewer. **(Three Chopt)**

The new owner accepts and agrees to be responsible for continued compliance with the conditions of the original approval.

The deficiencies, as identified in the staff report dated June 4, 2015, included parking lot paving repair and painting faded parking spaces. All deficiencies have been addressed.

The staff recommends approval of this transfer request.

(Staff Report by Matt Ward)
(Applicant's Representative: Gail Porfilio)
(Applicable Rezoning Cases and PUPS: C-8C-87)

TRANSFER OF APPROVAL

POD-133-85
POD2014-00389
Joyner's Office Building –
2706 Enterprise Parkway

**APPROVED – SEE
ADDENDUM PAGE 1**

J. David Mullens for The Westhampton Group, LLC: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from L.H. & Crawley F. Joyner III and C.F. Joyner, Jr. Trust to The Westhampton Group, LLC. The 1.15-acre site is located on the west line of Enterprise Parkway, approximately 250 feet south of West Broad Street (U.S. Route 250), on parcel 763-752-5632. The zoning is B-3, Business District. County water and sewer. **(Tuckahoe)**

The new owner accepts and agrees to be responsible for the continued compliance with the conditions of original approval. The deficiencies, as identified in the staff report dated September 30, 2014, included missing shrubs, and a dumpster screen in disrepair. All deficiencies have now been addressed.

The staff recommends approval of this transfer request.

(Staff Report by Mike Kennedy)
(Applicant's Representative: J. David Mullens)

PLAN OF DEVELOPMENT AND LIGHTING PLAN (Deferred from the October 28, 2015 Meeting)

POD2015-00094
Innsbrook Commercial at
4101 Dominion Boulevard –
4101 Dominion Boulevard

**DEFERRED TO
DECEMBER 16, 2015
MEETING BY
APPLICANT**

Timmons Group for Doswell Properties, Inc. and Dominion GA, LLC: Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to demolish an existing one-story retail building, and construct a one-story 12,848 square foot building containing 3,485 square feet of medical office, 2,550 square feet of retail, and 6,733 square feet of restaurant with one drive-through facility. The 2.37-acre site is located at the northeast corner of the intersection of W. Broad Street and Dominion Blvd., on parcel 747-760-6472. The zoning is B-2C, Business District. County water and sewer. **(Three Chopt)**

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The applicant requests approval to construct a new one-story building with a mix of retail, restaurant, and medical office space. The proposed total 12,848 square foot building will replace the existing 9,050 square foot multi-tenant building which was constructed with POD-119-98 to include a bank with drive through facilities, and a retail convenience store and fueling center. The current proposal represents a decrease in overall square footage proposed from the previous staff plans.

A drive-through restaurant is proposed at one end of the center, and outdoor convenience seating may be provided for two additional restaurant tenants. Any future outdoor dining with table service will require a provisional use permit application for review and approval. The anchor user will be a medical office, with a central location in the building layout.

A lighting plan has been provided for approval with the POD, and demonstrates adequate lighting levels provided by concealed source LED fixtures.

The applicant has received approval from Department of Public Works granting a waiver to allow the proposed sidewalk along Dominion Boulevard and W. Broad Street to be located within a pedestrian access easement in lieu of dedicating right of way to accommodate the sidewalk width. Due to private covenants which require additional parking setbacks, right of way dedication would reduce the amount of parking provided with the current layout. The sidewalk will be privately maintained by the property owner.

The applicant received conditional endorsement of the site plan from the Innsbrook Owners Association. The site is governed by a private Declaration of Protective Covenants, which is not enforced by the County. Staff recommends that the developer continue to coordinate approvals of applicable plan details throughout the redevelopment. The developer has demonstrated ongoing communication with the Innsbrook Owners Association satisfactorily to staff.

As of the preparation date of the agenda, staff has not received revised architectural plans, as requested, demonstrating the new building footprint, with a confirmed endorsement from the Innsbrook Architectural Review Board. The recommendation will be made at the meeting. Should the Commission act on this request, in addition to the annotations on the plans and 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.
- 29. A concrete sidewalk meeting County and VDOT standards shall be provided along the east side of Dominion Blvd. and the north side of W. Broad Street (U.S. Route 250).
- 30. Outside storage shall not be permitted.
- 31. The proffers approved as a part of zoning case C-59C-79 shall be incorporated in this approval.

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32. The developer shall install an adequate restaurant ventilating and exhaust system to minimize smoke, odors, and grease vapors. The plans and specifications shall be included with the building permit application for review and approval. If, in the opinion of the County, the type system provided is not effective, the Commission retains the rights to review and direct the type of system to be used.
33. 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.
34. In the event of any traffic backup which blocks the public right-of-way as a result of congestion caused by the drive-up facilities, the owner/occupant shall close the drive-up facilities until a solution can be designed to prevent traffic backup.
35. Evidence of a joint ingress/egress and maintenance agreement must be submitted to the Department of Planning and approved prior to issuance of a certificate of occupancy for this development.
36. 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 Aimee Crady)

(Applicant's Representative: Ryan Ritterskamp)

(Applicable Rezoning Cases and PUPS: C-59C-79)

PLAN OF DEVELOPMENT (Deferred from the October 28, 2015 Meeting)

POD2015-00322
Corner Bakery at Car Care
Shopping Center – 11000
West Broad Street (U.S.
Route 250)

**DEFERRED TO
DECEMBER 16, 2015
MEETING BY
APPLICANT**

Parker Design Group for Global General Properties, LLC:
Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to demolish an existing vacant car service station and construct a one-story, 4,452 square foot restaurant with drive-through facilities in an existing shopping center. The 1.06-acre site is located on the northwest corner of the intersection of W. Broad Street (U.S. Route 250) and Dominion Boulevard, on parcel 747-760-3077. The zoning is B-3C, Business District (Conditional). County water and sewer. **(Three Chopt)**

The applicant has requested a deferral to the December 16, 2015 meeting.

This case was deferred from the October 28, 2015 Planning Commission hearing at the request of the applicant to allow time for communication among the applicant and the adjacent property owner concerning parking within the shopping center. The plan presented at the October meeting met the required parking ratio for development within the shopping center. The plan provided 32 parking spaces on the Corner Bakery parcel, with only 17 required by code attributed to the Corner
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Bakery use. The overall shopping center parking provided exceeds the required amount as well. A revised plan was received by email on November 6, 2015 and is currently under review by all agencies. The plan proposes improvements on the Westhampton Properties parcel, and would include the provision of sidewalk along both W. Broad Street and Dominion Boulevard frontages. The building is revised for a 4,452 square foot restaurant, which would require 18 spaces. The revised plan continues to exceed that requirement, demonstrating approximately 39 effective spaces based on staff's initial evaluation. VDOT, Department of Public Works Traffic, and Planning have comments outstanding as of the preparation date of this agenda, which must be addressed prior to a staff recommendation of approval. Issues include, but are not limited to, the provision of adequate right of way, drive aisle width, dumpster, and parking configuration adjustments.

As of the preparation date of the agenda, staff has not received the appropriate property owner's signature to authorize approval of the work on the Westhampton Properties parcel. 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:

29. Only retail business establishments permitted in a B-3 may be located in this center.
30. The ground area covered by all the buildings shall not exceed in the aggregate 25 percent of the total site area.
31. No merchandise shall be displayed or stored outside of the building(s) or on sidewalk(s).
32. Outside storage shall not be permitted.
33. The proffers approved as a part of zoning case C-12C-88 shall be incorporated in this approval.
34. The developer shall install an adequate restaurant ventilating and exhaust system to minimize smoke, odors, and grease vapors. The plans and specifications shall be included with the building permit application for review and approval. If, in the opinion of the County, the type system provided is not effective, the Commission retains the rights to review and direct the type of system to be used.
35. In the event of any traffic backup which blocks the public right-of-way as a result of congestion caused by the drive-up facilities, the owner/occupant shall close the drive-up facilities until a solution can be designed to prevent traffic backup.
36. Evidence of a joint ingress/egress and maintenance agreement must be submitted to the Department of Planning and approved prior to issuance of a certificate of occupancy for this development.
37. 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 Aimee Crady)
(Applicant's Representative: Clay Grogan)
(Applicable Rezoning Cases and PUPS: C-12C-88)

PLAN OF DEVELOPMENT AND TRANSITIONAL BUFFER DEVIATION (Deferred from the October 28, 2015 Meeting)

POD2015-00390

Munn Dental - 3869 Antioch Church Road

APPROVED

Silvercore for Judith H. Wells and William B. Munn: Request for approval of a plan of development and transitional buffer deviation, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County Code, to construct a one-story 4,650 square foot medical office building. The transitional buffer deviation would allow for a 35-foot reduction in the width of the required buffer along the southwest property line. The 1.81-acre site is located on the northeast corner of the intersection of Williamsburg Road (U.S. Route 60) and Old Williamsburg Road and on the south line of Antioch Church Road, on parcel 846-711-5571. The zoning is B-3, Business District, and A-1, Agricultural District. County water and on-site sewage disposal system. **(Varina)**

The applicant is requesting approval to construct a one-story 4,650 square foot medical office building. The elevations submitted show craftsman-style architecture with earth tone colors, which is consistent with existing architecture in the area.

An A-1 zoning line bisects the site at the southwest corner of the property. The transitional buffer deviation would reduce the width of the 35-foot transitional buffer to accommodate a portion of the parking lot at the southwest corner of the site, which is located adjacent to this A-1 zoning line. The required plant material can be relocated south to the agricultural zoned portion of this property.

Staff has received a revised plan as requested that removes the ingress/egress on Antioch Church Road and provides right-of-way improvements on Old Williamsburg Road to include road widening, and an 8-foot shoulder and ditch. The revised plan also provides stormwater management information for energy balance and flood protection.

Should the Commission approve the transitional buffer deviation, the 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 right-of-way for widening of Old Williamsburg 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.
30. 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.
31. The applicant shall furnish proof to the Department of Planning that conditions satisfactory to the Health Department have been met that insure the proposed septic tank drainfield system is suitable for this project prior to the issuance of a building permit.

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32. 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.
33. 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 Greg Garrison)
(Applicant's Representative: Jeff Staub)**

PLAN OF DEVELOPMENT AND LIGHTING PLAN (Deferred from the October 28, 2015 Meeting)

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

**DEFERRED TO
DECEMBER 16, 2015
MEETING BY
APPLICANT**

Bay Companies, Inc. for Ample Storage Three Chopt, LLC and Richmond Retirement RES II, LLC: Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to demolish an existing single family home and construct two, two-story self-service storage facilities, totaling 120,190 square feet. The 3.78-acre site is located on the east line of Three Chopt Road, approximately 420 feet north of its intersection with Gaskins Road, on parcel 750-755-0814 and part of parcel 749-755-4576. The zoning is B-2C, Business District (Conditional) and R-6C, General Residence District (Conditional). County water and sewer. **(Tuckahoe)**

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The applicant requests approval to demolish an existing single family home and construct two self-storage buildings. Building A is a two-story, 49,288 square foot building and Building B is a two-story, 70,902 square foot building with basement. The existing ingress and egress entrance along the northeast line of Three Chopt Road and located on the adjacent property will be utilized as the shared access which is described by proffer in zoning case C-16C-04.

This facility will conduct business between the hours of 6:00 a.m. and 10:00 p.m. based on the zoning case REZ2014-00049. Also, the provisional use permit PUP2014-00018 limits trash pickup between 8:00 a.m. to 5:00 p.m. Monday through Friday and no trash pickup on Saturday and Sunday.

Right-of-way shall be dedicated along Three Chopt Road to accommodate widening to the ultimate right-of-way width and for sidewalks. A standard Henrico County sidewalk with two-foot utility strip will be provided along the north east side of Three Chopt Road and the applicant will provide an additional pedestrian connection to the public sidewalk, as requested.

As outlined in zoning case REZ2014-00049 the following buffers will be planted:

1. A twenty-five (25) feet wide landscape buffer will be established with existing vegetation and additional landscaping to meet the County of Henrico Twenty-Five (25) transitional buffer requirements along both sides and rear of the property.
2. A fifty (50) feet wide landscape buffer will be established to meet the County of Henrico Fifty (50) Transitional Buffer requirements along Three Chopt Road.

The proposed architectural renderings are consistent with the approved zoning case REZ2014-00049. The architectural renderings show all building elevations constructed with standard red brick, accented with light tan brick soldier courses around the building foundation and along the second floor. Additional building materials include glass storefront windows on each floor and brown cornices featured along the top of the north, west and south building elevations. To complete the office building appearance an accent tower is shown at the southwest corner of both buildings and constructed with a dark metal roof, light tan dryvit upper wall bands, metal awnings, red brick walls accented with oversized vertical windows and a light tan brick foundation wall band.

Additionally, a lighting plan was included with this plan of development proposal. The lighting plan includes two decorative parking lot poles with LED concealed source fixtures limited to 20 feet in height as measured from the grade at the base of the light pole. Additional lighting includes nine LED concealed source wall mounted fixtures. The applicant has provided additional wall packs along the side of Building B to illuminate the fire lane, as requested.

As of the preparation date of the agenda, staff has not received the appropriate property owner's signature to authorize work on the adjacent property for the shared access drive. The staff recommendation will be made at the meeting. Should the Commission act on the plan, the annotations on the plans, the standard conditions for developments of this type, and the following additional conditions are recommended:

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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.
- 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.
29. The right-of-way for widening of Three Chopt 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.
30. A concrete sidewalk meeting County standards shall be provided along the northeast side of Three Chopt Road.
31. There shall be no outdoor storage in moveable storage containers including, but not limited to, cargo containers and portable on demand storage containers.
32. Outside storage shall not be permitted.
33. The proffers approved as a part of zoning case REZ2014-00049 shall be incorporated in this approval.
34. The conditions approved as part of provisional use permit PUP2014-00018 shall be incorporated in this approval.
35. 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.
36. 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.
37. Evidence of a joint ingress/egress and maintenance agreement must be submitted to the Department of Planning and approved prior to issuance of a certificate of occupancy for this development.

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38. 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 Matt Ward)

(Applicant's Representative: Dan Caskie)

(Applicable Rezoning Cases and PUPS: C-16C-04, REZ2014-00018, and PUP2014-00018)

PLAN OF DEVELOPMENT AND LIGHTING PLAN (Deferred from the October 28, 2015 Meeting)

POD2015-00394

Swift Transportation
Training Center Expansion -
2809 Charles City Road

**APPROVED – SEE
ADDENDUM PAGE 1**

Balzer and Associates, Inc. for Swift Transportation Company: 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 1,181 square foot, one-story office building with related parking, and a paved truck driver training area. The 1.98-acre site is located on the south line of Charles City Road, approximately 475 feet northwest of its intersection with Miller Road, on parcels 817-707-6693, and 817-707-7588. The zoning is M-2C, General Industrial District (Conditional) and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

The applicant proposes to construct a transportation training facility for commercial drivers associated with their adjoining trucking terminal. The layout plan is consistent with the conceptual plan proffered with Zoning Case Number REZ2015-00025. The plan was deferred from the October 28, 2015 meeting to address architectural concerns. Revised architectural plans are expected to be submitted prior to the Planning Commission meeting.

The staff recommendation will be made at the meeting. Should the Commission act on this request, the annotations on the plan, the standard conditions for developments of this type and 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.
29. The right-of-way for widening of Charles City 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.
30. The proffers approved as a part of zoning case REZ2015-00025 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 Michael Kennedy)

(Applicant's Representative: Christopher Shust)

(Applicable Rezoning Cases and PUPS: REZ2015-00025)

PLAN OF DEVELOPMENT AND SPECIAL EXCEPTION

POD2015-00438

San-J International Inc. -
Expansion – 2880 Sprouse
Drive

**APPROVED WITH
SPECIAL EXCEPTION**

Draper Aden Associates for San-J International Inc.: Request for approval of a plan of development and special exception, as required by Chapter 24, Sections 24-2, 24-94(b) and 24-106 of the Henrico County Code, to construct a one-story, 44,000 square foot expansion to an existing production facility with a height of 38 feet and a one-story, 15,000 square foot raw material processing building with a height of 71 feet. The special exception would authorize a building exceeding 50 feet in height. The 5.7-acre site is located on the north line of Sprouse Drive, at the intersection of Sprouse Drive and South Airport Drive, on parcel 818-706-8604. The zoning is M-1, Light Industrial District, M-2, General Industrial District, and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

This Plan of Development is for the expansion of an existing, production facility within an existing industrial park. The site is adjacent to the South Airport Drive flyover that connects the Richmond International Airport with I-895 to the south. The existing, 56,678 square foot, processing facility is approximately 32 feet in height and predominately constructed of metal panels. The proposed, approximately 44,000 square foot expansion, is approximately 38 feet in height. Metal paneling, similar to what currently exists, is proposed for the exterior. Associated with the proposed expansion is a proposed 15,000 square foot raw materials building that is approximately 71 feet in height, to be constructed of similar, metal panels. The colors of the metal paneling will be coordinated to match.

A Special Exception for a proposed building height exceeding 50' in M-2 zoning has been requested. The proposed 71' high structure has been reviewed by the Federal Aviation Authority (FAA) in conjunction with the Richmond International Airport, and it has been determined that the proposal represents no hazard to air navigation. There are similar structures in the immediate area that currently exceed the requested height.

Should the Commission approve the Special Exception, staff recommends approval subject to the annotations on the plan, the standard conditions for developments of this type and the following additional conditions are recommended:

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29. There shall be no outdoor storage in moveable storage containers including, but not limited to, cargo containers and portable on demand storage containers.
30. Outside storage shall not be permitted.
31. Federal Aviation Administration (FAA), Form 7460-1 shall be submitted to the FAA and proof of such approval shall be provided to the Planning Department prior to approval of any building permit application.
32. Evidence that an engineer has certified the height of the building shall be provided to the Director of Planning prior to the issuance of a Certificate of Occupancy.
33. The location of all 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.
34. Details for the gates and locking devices shall be submitted for review by the Traffic Engineer, Police and approved by the County Fire Marshall. The owner or owner's contractor shall contact the County Fire Marshall prior to completion of the fence installation to test and inspect the operations of the gates. Evidence of the Fire Marshall's approval shall be provided to the Department of Planning by the owner prior to issuance of occupancy permits.

**(Staff Report by Tony Greulich)
(Applicant's Representative: Keith Scholten)**

PLAN OF DEVELOPMENT

POD2015-00434
Short Pump Manor at Bacova
Section 4 – 4660 Pouncey
Tract Road (State Route 271)

**DEFERRED TO
DECEMBER 16, 2015
MEETING BY
APPLICANT**

Youngblood, Tyler & Associates, P.C. for Bacova Development Company, LLC, and 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 7 detached dwellings for sale with zero-lot-lines. The 3.295-acre site is located approximately 1,000 feet west of Pouncey Tract Road (State Route 271) and approximately 600 feet south of Kain Road, on part of parcels 736-766-7163 and 738-766-9367. The zoning is R-3C, One-Family Residential District (Conditional), R-5AC, General Residential District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer.
(Three Chopt)

The applicant proposes a fourth section, to include 7 additional lots on property previously held in reserve and residual property after road construction, adjacent to the Short Pump Manor zero lot-line development. The development plan for the first three sections was granted Conditional Subdivision approval in April 2013, and subsequent POD approval in October 2013, to allow 89 lots. This additional property is subject to the proffers of zoning case C-19C-12 and C-9C-11. Sections 1 and 2 of Short Pump Manor are currently under construction, with many completed units.

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The architectural design will continue with the same craftsman units as previously approved and constructed in Short Pump Manor. 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. Staff has included the renderings of elevations previously approved in October 2013 in the staff plan for informational purposes.

The conceptual design of the landscape buffer located in the common area along future Liesfeld Farm Drive is consistent with the landscape design already installed for the completed portion of the road.

The staff recommends approval, subject to the annotations on the plan, 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. Roof edge ornamental features that extend over the zero lot line, and which are permitted by Section 24-95(i)(1), must be authorized in the covenants.
30. Eight-foot easements for construction, drainage, and maintenance access for abutting lots shall be provided and shown on the POD plans.
31. Building permit request for individual dwellings shall each include two (2) copies of a layout plan sheet as approved with the plan of development. The developer may utilize alternate building types providing that each may be located within the building footprint shown on the approved plan. Any deviation in building footprint or infrastructure shall require submission and approval of an administrative site plan.
32. Windows on the zero lot line side of the dwelling can only be approved with an exception granted by the Building Official and the Director of Planning during the building permit application process.
33. The mechanical equipment for each building shall be located on its respective lot. Except for wall-mounted electric meters, in no case shall the eight-foot easement for construction, drainage, and maintenance access on the abutting lot be used to locate other mechanical equipment (such as HVAC equipment, generators, and the like) for the subject lot.
34. The subdivision plat for Short Pump Manor at Bacova Section 4 shall be recorded before any building permits are issued.

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35. The proffers approved as a part of zoning cases C-9C-11 and C-19C-12 shall be incorporated in this approval.
36. Prior to issuance of a building permit, the developer must furnish a letter from Dominion Virginia Power stating that this proposed development does not conflict with their facilities.
37. 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.

(Staff Report by Aimee Crady)

(Applicant's Representative: Anne Tignor)

(Applicable Rezoning Cases and PUPS: C-9C-11 and C-19C-12)

PLAN OF DEVELOPMENT

POD2015-00433

Matchbox Restaurant at
Short Pump Town Center –
11720 West Broad Street
(U.S. Route 250)

APPROVED

McKinney and Company for Forest City Enterprises and Matchbox: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a 2-story, 7,818 square foot restaurant with outdoor dining in a regional shopping center. The 1.53-acre site is located along the north line of West Broad Street (U.S. Route 250), at the northwest corner of its intersection with Spring Oak Drive, on parcel 738-762-7348. The zoning is B-3C, Business District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

The applicant proposes construction of a two-story, 7,818 square foot restaurant, which includes a 795 square foot patio for outdoor dining, on an existing, developed pad site currently occupied by a vacant Chili's restaurant. To make way for the proposed building, the existing structure's building envelope will be cleared while maintaining the existing asphalt, access points, and outside perimeter curb lines. The proffers of zoning cases C-29C-98 and C-14C-07 apply.

The structure's elevations feature a contemporary appearance, using a combination of brick, reclaimed barn wood, painted stucco, and lap siding. Metal fascia and C-channels accent the structure. The floor plan illustrates a second floor mezzanine level. The applicant has increased the north elevation's level of architectural interest by reducing the amount of stucco and adding more brick.

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

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29. Only retail business establishments permitted in a B-3 zone may be located in this center.
30. The ground area covered by all the buildings shall not exceed in the aggregate 25 percent of the total site area.
31. No merchandise shall be displayed or stored outside of the building(s) or on sidewalk(s).
32. Outside storage shall not be permitted.
33. The proffers approved as a part of zoning case C-29C-98 shall be incorporated in this 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 Lee Pambid)

(Applicant's Representative: Franklyn Wilson)

(Applicable Rezoning Cases and PUPS: C-29C-98 and C-14C-07)

PLAN OF DEVELOPMENT

POD2015-00320
Carriage Homes at Parham
Place Section 1 – 7814 East
Parham Road

**APPROVED – SEE
ADDENDUM PAGE 2**

Townes Site Engineering, P.C. for Carriage Homes at Parham, LLC: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 119 two-story residential townhouses for sale, a one-story 1,600 square foot community center and an outdoor swimming pool. The 21.1-acre site is located on the north line of East Parham Road, approximately 500 feet west of Shrader Road, on parcels 763-755-1261 and 763-756-4328. The zoning is RTHC, Residential Townhouse District (Conditional). County water and sewer. **(Brookland)**

The proposed plan is generally consistent with the conceptual layout plan proffered with Rezoning Case REZ2015-00004. The plan proposes construction of 119 residential townhouses for sale with the first phase of construction, out of the 196 residential townhouses authorized by Proffer Number 20 of the above referenced zoning case. A subsequent Plan of Development will need to be submitted in the future for Planning Commission review and approval for the 77 remaining townhouse units, as well as for construction of the future community center and pool. The preliminary layout for Section 2 shown on the plan must be revised to address concerns expressed at the time of rezoning and is not part of this review. The future community center and pool are unproffered amenities being offered by the developer, which will also be submitted for Planning Commission review and approval at a later date.

Proffer Number 26 requires perimeter fencing of the property in accordance with a proffered exhibit, a copy of which is included with the agenda, unless otherwise requested and approved by the Planning Commission. The developer has requested revisions to the proffered fence plan to change fence type locations along the eastern and northern boundaries of the property.

The proffer requires perimeter fencing where specified as either concrete wall (fence) or black vinyl coated chain link to be the maximum height allowed, up to 10-feet in height. The maximum height of a fence in the RTH zoning district is 7-feet, when adjoining property in an R zoning district. Therefore, the maximum height of the concrete wall or black vinyl coated chain link fence along the perimeter of the property is 7-feet in height.

The proffered plan shows a decorative precast concrete wall along the common property line with the London Towne apartment property. The proffered plan also provides for a black vinyl coated chain link fence along the common property line between the proposed BMP pond and the Shannon Green Townhouse property and a 6-foot high solid white vinyl privacy fence along the remainder of the eastern and northern common property lines with the Shannon Green Townhouse property.

The developer has requested approval of a decorative precast concrete wall along the common line with the London Towne property, in accordance with the proffered layout, except where an existing sanitary sewer easement crosses the eastern property line and where the proposed BMP pond abuts the London Towne property. The developer has proposed a black vinyl coated chain link fence along that section of the London Towne property line, which would continue along the remainder of the eastern and northern common property lines with the Shannon Green Townhouse

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property. The developer has also proposed a 6-foot high solid white vinyl privacy fence along the rear of the proposed townhouse lots that face the Shannon Green Property, in addition to a 7-foot vinyl clad chain link fence on the perimeter property line.

The Department of Public Works has requested a revised grading plan for the proposed BMP pond providing a safety bench, and the Department of Public Utilities has requested additional utility easements along the western property line between Fellos Lane and Breeching Dee Lane. The project engineer is working with those agencies to resolve those details at this time. Since those details may impact the layout of the adjoining lots, staff is not able to recommend approval of the plan at this time.

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:

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.
11. **AMENDED** - Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including depictions of light spread and intensity diagrams, and fixture specifications and mounting height details shall be submitted for Department of Planning review and Planning Commission approval.
29. The unit house numbers shall be visible from the parking areas and drives.

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30. The names of streets, drives, courts and parking areas shall be approved by the Richmond Regional Planning District Commission and such names shall be included on the construction plans prior to their approval. The standard street name signs shall be installed prior to any occupancy permit approval.
31. The subdivision plat for Carriage Homes at Parham Place Section 1 shall be recorded before any building permits are issued.
32. The right-of-way for widening of Parham 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.
33. Prior to issuance of a certificate of occupancy for any building in this development, the engineer of record shall certify that the site has been graded in accordance with the approved grading plans.
34. A concrete sidewalk meeting County standards shall be provided along the north side of Parham Road.
35. Details for the gate and locking device at the emergency access gates on Fellos Lane and Breeching Dee Lane shall be submitted for review by the Traffic Engineer, Police and approved by the County Fire Marshall. The owner or owner's contractor shall contact the County Fire Marshall prior to completion of the fence installation to test and inspect the operations of the gates. Evidence of the Fire Marshall's approval shall be provided to the Department of Planning by the owner prior to issuance of occupancy permits.
36. The proffers approved as a part of zoning case REZ2015-00004 shall be incorporated in this approval.
37. A construction staging plan which includes details for traffic control, fire protection, stockpile locations, construction fencing and hours of construction shall be submitted for County review and prior to the approval of any final construction plans.
38. A note in bold lettering shall be provided on the erosion control plan indicating that sediment basins or traps located within buildable areas or building pads shall be reclaimed with engineered fill. All materials shall be deposited and compacted in accordance with the applicable sections of the state building code and geotechnical guidelines established by the engineer. An engineer's report certifying the suitability of the fill materials and its compaction shall be submitted for review and approval by the Director of Planning and Director of Public Works and the Building Official prior to the issuance of any building permit(s) on the affected sites.
39. Prior to issuance of a building permit, the developer must furnish a letter from Dominion Virginia Power stating that this proposed development does not conflict with their facilities.
40. 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.

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41. The existing utility and drainage easements in conflict with the proposed buildable areas shall be vacated prior to approval of the building permit for the said building.
42. 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.
43. The conceptual master plan, as submitted with this application, is for planning and information purposes only. All subsequent detailed plans of development needed to implement this conceptual plan shall be submitted for staff review and Planning Commission approval, and shall be subject to all regulations in effect at the time such subsequent plans are submitted for review/approval.
44. 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 Mike Kennedy)

(Applicant's Representative: Brian Mitchell)

(Applicable Rezoning Cases and PUPS: REZ2015-00004)

APPROVAL OF MINUTES: October 28, 2015 Minutes **AS CORRECTED**

ADJOURN @10:16AM

**PLANNING COMMISSION
AGENDA FOR
SUBDIVISIONS AND PLANS OF DEVELOPMENT
November 18, 2015**

ADDENDUM

PAGE 7 – REVISED CASE NAME

TRANSFER OF APPROVAL

POD-133-85
POD2014-00389
**Westhampton Office
Building (Formerly
Joyner’s Office Building) –
2706 Enterprise Parkway**

APPROVED

J. David Mullens for The Westhampton Group, LLC: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from L.H. & Crawley F. Joyner III and C.F. Joyner, Jr. Trust to The Westhampton Group, LLC. The 1.15-acre site is located on the west line of Enterprise Parkway, approximately 250 feet south of West Broad Street (U.S. Route 250), on parcel 763-752-5632. The zoning is B-3, Business District. County water and sewer. **(Tuckahoe)**

PAGE 17 – REVISED ARCHITECTURAL PLAN

PLAN OF DEVELOPMENT AND LIGHTING PLAN (Deferred from the October 28, 2015 Meeting)

POD2015-00394
Swift Transportation
Training Center Expansion -
2809 Charles City Road

APPROVED

Balzer and Associates, Inc. for Swift Transportation Company: 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 1,181 square foot, one-story office building with related parking, and a paved truck driver training area. The 1.98-acre site is located on the south line of Charles City Road, approximately 475 feet northwest of its intersection with Miller Road, on parcels 817-707-6693, and 817-707-7588. The zoning is M-2C, General Industrial District (Conditional) and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

PAGE 26 – REVISED FENCE PLAN

PLAN OF DEVELOPMENT

POD2015-00320
Carriage Homes at Parham
Place Section 1 – 7814 East
Parham Road

APPROVED

Townes Site Engineering, P.C. for Carriage Homes at Parham, LLC: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 119 two-story residential townhouses for sale, a one-story 1,600 square foot community center and an outdoor swimming pool. The 21.1-acre site is located on the north line of East Parham Road, approximately 500 feet west of Shrader Road, on parcels 763-755-1261 and 763-756-4328. The zoning is RTHC, Residential Townhouse District (Conditional). County water and sewer. **(Brookland)**

PAGE 30 – 2 DISCUSSION ITEMS ADDED

DISCUSSION ITEM: The Commission will discuss a resolution to direct staff to initiate an ordinance review for Urban Mixed Use developments located within the Innsbrook Study Area.

Resolution PCR 5-15 APPROVED

DISCUSSION ITEM: The Commission will consider scheduling a Work Session to discuss potential ordinance amendments for Urban Mixed Use developments located within the Innsbrook Study Area for December 10, 2015.

Work Session set for December 10, 2015 at 5:30p.m.