

HENRICO COUNTY PLANNING DEPARTMENT

DIRECTOR'S AGENDA

FOR

SUBDIVISIONS AND PLANS OF DEVELOPMENT

February 2023



DEVELOPMENT REVIEW AND DESIGN DIVISION

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PLAN OF DEVELOPMENT AND LIGHTING PLAN

[POD2022-00466](#)

WaWa at Drybridge Road and
Williamsburg Road
– 310 Clayman Road

Kimley-Horn and Associates for Godsey Properties, Inc. and Thalhimer: Request for approval of a plan of development and lighting plan as required by Chapter 24, Section 24-2314 of the Henrico County Code, to construct a one-story 6,049 square foot convenience store with fuel pumps with canopy and a future commercial building pad site. The 4.95-acre site is located at the northeast corner of the intersection of Williamsburg Road (US Route 60) and Dry Bridge Road, on parcel 836-713-7564 (part). The zoning is B-2C Business District (Conditional) and AS-O Airport Safety Overlay District. County water and sewer. **(Varina)**

This proposed convenience store with fuel pumps and canopy is located on 2.016-acres of a 4.95-acre parcel which will be cleared with this POD. The site of the facility was originally rezoned to B-3C in 2007 with case C-3C-07, downzoned to B-2C with REZ2018-00028, and the proffers were then revised with case REZ2020-00015. A Provisional Use Permit (PUP2018-00009) was approved to allow 24-hour operation of a convenience store with fuel pumps.

The layout in the packet is in conformance with the proffered layout, including a 25-foot transitional buffer along Williamsburg Road and a 10-foot transitional buffer along Drybridge Road. To increase the buffer between this site and the residential dwellings to the north, the layout was shifted south, providing a 15' landscape strip that will be planted to meet the requirements of a 25' transitional buffer along the northern row of parking. To compensate for encroachment into the buffer along Williamsburg Road, the plantings in the proffered 25-foot transitional buffer will be increased.

The building elevations provide a building primarily constructed of red brick with tan stone veneer. The roof is flat with a triangular gray standing seam accent tower over the main entrance. The gas canopy fronts Williamsburg Road.

A lighting plan was also submitted for review and approval. The zoning ordinance limits poles to 15-feet tall within 100-feet of residential zoning. Proffers limit the lighting height on the rest of the site to 20-feet, prohibit direct burial poles, and require all lights to be concealed source. Additional proffers to protect the neighbors include limited hours of trash pickup and parking lot cleaning, and screening of mechanical equipment, loading zones, and dumpsters.

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

- 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 must be revised as annotated on the staff plan and included with the construction plans for final signature.
16. All proffers and conditions approved as part of zoning cases REZ2020-00015 and provisional use permit case PUP2012-00009 must be incorporated in this approval. 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.
17. The applicant, owner, or operator must meet with the Henrico County Police Division prior to issuance of the Final Certificate of Occupancy to ensure compliance with the approved CPTED Plan.

The CPTED plan review must be completed by the Henrico County Police Division prior to construction plan approval.

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

(Staff Report by: Christina Goggin)

(Applicant's Representative: Ryan Perkins and Shelley Parekh)

(Applicable Rezoning Cases and PUPS: REZ2020-00015 PUP2018-00009)

PLAN OF DEVELOPMENT AND LIGHTING PLAN

[POD2022-00624](#)

Pointe at Twin Hickory Phase 2,
The
– 4647 Pouncey Tract Road

Youngblood, Tyler and Associates, P.C. for CA Twin Hickory, LLC., and HHHunt Corporation: Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-2314 of the Henrico County Code, to construct thirteen two-story 9,600 square foot multi-family residential buildings containing a combined total of 65 condominium units and associated site improvements. The 6.370-acre site is located on the east line of Pouncey Tract Road (State Route 271), approximately 375 feet north of Twin Hickory Lake Drive, on parcels 739-766-6963, 739-766-8964, 739-766-9452, 739-766-8202(part), 740-766-4248(part), 740-766-0541(part), 740-766-4846(part), and 740-766-2714(part). The zoning is R-6C General Residential District (Conditional) and WBS-O West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

The second phase of the condominium development proposes an additional 65 condominium units consisting of 13 five-unit buildings. The previously approved Pointe at Twin Hickory Phase 1 plans authorized construction of 135 condominium units consisting of 9 ten-unit buildings and 3 five-unit condominium buildings. With the current request, a total of 200 condominium units within 25 two-story buildings would be constructed among the two phases.

Proffers require a 6-foot-high privacy fence along Hickory Woods subdivision in addition to a 35-foot transitional buffer. The proffers also require a safety fence around the sediment basin and limit hours of construction. A safety fence will be provided along the retaining wall surrounding the permanent dry basin, where required by the Building Code. Irrigation is proffered within the 35-foot-wide buffer along Pouncey Tract Road and within sodded front, side, and rear yards. County Design Standards require modification of the proposed dry detention pond to satisfy residential landscaping standards and to avoid grading within the proffered landscape buffer along Hickory Woods subdivision. Revised plans have been requested to address grading comments. A conceptual landscape plan is included with the staff plan for informational purposes but is not part of this approval.

Vehicular access from Pouncey Tract Road and Twin Hickory Lake Drive will be provided. No vehicular connection to Hickory Woods subdivision is permitted by the proffers. Two parking spaces are required for each condominium unit. Each new unit will have an individual parking space in front of their garage, and an additional shared common area parking space will be provided for each unit. A revised parking schedule satisfying the parking requirements for both phases is needed.

Pedestrian connectivity is required between all multi-family dwelling units, common area parking, clustered mailboxes, and other shared facilities (i.e.: dumpster enclosures) and to adjoining streets. Pursuant to staff's request, the engineer has provided a schematic sidewalk plan generally connecting the condominium buildings to common area parking, improvements and to a future school bus stop on Pouncey Tract Road. The engineer has agreed to revise the layout as needed to provide sidewalk connections to individual units, either directly or across the proposed private streets.

Site lighting fixtures are limited to 15-feet in height in residential developments. A revised lighting plan has been requested to provide the minimum lighting levels required by the zoning code for parking and pedestrian ways.

Planning staff has requested the developer provide a more centrally located clustered mailbox location for better access by residents in both phases. Staff has encouraged the applicant to also evaluate adequacy of dumpster enclosures to serve both Phases and to accommodate additional recycling enclosures. The applicant has indicated willingness to revise the mail and dumpster locations and is looking at options.

As of the preparation of this agenda, staff has not received all necessary revised plans. Should the Director approve the plan, the annotations on the plans, the standard conditions for development 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 must be revised as annotated on the staff plan and included with the construction plans for final signature.
16. The unit house numbers must be visible from the parking areas and drives.
17. The names of streets, drives, courts, and parking areas must be approved by the Richmond Regional Planning District Commission and such names must be included on the construction plans prior to their approval. The standard street name signs must be installed prior to any occupancy permit approval.
18. The proffers approved as a part of zoning cases REZ2021-00012 and REZ2022-00020 must be incorporated in this approval.
19. A plat for the widening of Pouncey Tract Road (U.S. Route 271) right of way as shown on the approved plan must be submitted to the Real Property Division prior to approval of construction plans. The plat must be submitted to VDOT following approval of the construction plans and recorded with appropriate conveyance instruments prior to requesting occupancy permits. The developer must provide evidence of recordation to the Director of Public Works.
20. The entrances and drainage facilities on Pouncey Tract Road (U.S. Route 271) must be approved by the Virginia Department of Transportation and the County.
21. A notice of completion form, certifying that the requirements of the Virginia Department of Transportation entrances permit have been completed, must be submitted to the Director of Public Works prior to any occupancy permits being issued.
22. 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.
23. A concrete sidewalk meeting VDOT standards must be provided along the east side of Pouncey Tract Road (U.S. Route 271).
24. A construction staging plan which includes details for traffic control, fire protection, stockpile locations, construction fencing, and hours of construction must be submitted for County review and prior to the approval of any final construction plans.
25. Prior to issuance of a certificate of occupancy for any building in this development, the engineer of record must certify that the site has been graded in accordance with the approved grading plans.
26. The owners must not begin clearing of the site until the following conditions have been met:
 - The site engineer must 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 must be shown.

- After the Erosion and Sediment Control Plan has been approved but prior to any clearing or grading operations of the site, the owner must have the limits of clearing delineated with approved methods such as flagging, silt fencing or temporary fencing.
 - The site engineer must 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 must be sent to the Department of Planning and the Department of Public Works.
 - The owner will 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 must be included on the landscape plans for approval.
27. The pavement must be designed and constructed in accordance with the pavement design standards and specifications of the Department of Public Works. The developer must post a defect bond for all pavement with the Department of Planning - the exact type, amount and implementation will be determined by the Director of Planning, to protect the interest of the members of the Homeowners Association. The defect bond must 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 the approved plans and specifications.

(Staff Report by: Mike Kennedy)

(Applicant's Representative: Tyler Mueller)

(Applicable Rezoning Cases and PUPS: REZ2022-00020 & REZ2021-00012)

SITE PLAN AND LIGHTING PLAN

[POD2022-00513](#)

Ferguson Farm Winery
– 1516, 1522 and 1526 Burning
Tree Road

Balzer and Associates, Inc. for Kaneik and Trevor Ferguson and Blue Ridge Custom Homes, LLC: Request for approval of a site plan and lighting plan, as required by Chapter 24, Section 24-2315 of the Henrico County Code, to construct a one-story, 3200 square foot farm winery building with associated parking and infrastructure. The 6.34-acre site is located on the northern line of Burning Tree Road, approximately 400 feet west of its intersection with Settlers Ridge Boulevard, on parcels 805-693-1070, 805-693-7692, and 805-693-1179. The zoning is A-1 Agricultural District and R-5AC General Residential District (Conditional). County water and on-site sewage disposal system. **(Varina)**

The proposed site plan is for a 3,200 square-foot farm winery. The building will be in the A-1 Agricultural District portion of the property in which farm wineries are permitted as a principal use.

The farm winery will be accessed by a single entrance from Burning Tree Road. Paved parking will be provided onsite along the eastern side of the building. A 10x30-foot concrete pad will be on the northern side of the building and will be used for storage. A ten-foot asphalt multi-use path will be installed along Burning Tree Road at the request of Public Works. The farm winery will utilize County water facilities accessed from Burning Tree Road while sewage will be handled with a private onsite septic system.

The interior of the building will contain the agricultural operations and retail area for the purchase of wine and farm winery related products. Although specific architectural details have not yet been provided, the applicant has committed to providing cementitious board and batten siding or masonry material along the front and side elevations. The applicant has also confirmed no portion of the foundation consists of exposed CMU block.

The included site lighting plan provides lighting details for the parking lot and entrance to the building. The fixtures are mounted on poles not exceeding 20-feet in height, or 15-feet in height within 100-feet of a residential district. All proposed fixtures shall be full cut off and zero tilt fixture types. The applicant has committed to installing house side shields on the light fixtures adjacent to the dwelling located at 1526 Burning Tree Road to limit light spillover.

The applicant has also submitted a conceptual landscape plan. Although, as an agricultural use, farm wineries are exempt from the standard landscape requirements, a row of evergreen trees is proposed along the eastern side of the access drive. Additionally, a mix of deciduous and evergreen trees and evergreen shrubs will be planted alongside the circular entrance drive between the building and Burning Tree Road.

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

- 2B. The owner must enter into the necessary contracts with the Department of Public Utilities for connections to public water. The septic tank location must be approved by the County Health Department before a Construction Plan is approved. Connection must be made to the public sewer when available within 300 feet of the site/building.

- 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 must be revised as annotated on the staff plan and included with the construction plans for final signature.
16. The applicant must furnish proof to the Department of Planning that the conditions, satisfactory to the Health Department, have been met that ensure the proposed onsite sewage disposal drainfield system is suitable for this project prior to the issuance of a building permit.
17. The applicant must provide evidence of state licensure required for a farm winery before issuance of a final certificate of occupancy.

(Staff Report by: Spencer Norman)

(Applicant's Representative: Chris Shust)

(Applicable Rezoning Cases and PUPS: N/A)

SITE PLAN AND LIGHTING PLAN

[POD2022-00523](#)

Chick-Fil-A at Ridge Shopping Center -Drive Through Modification

– 1529 N. Parham Road (POD-015-09)

Interplan, LLC. for PR II RP Ridge Shopping Center, LLC., and Chick-Fil-A, Inc.: Request for approval of a Site Plan and lighting plan, as required by Chapter 24, Section 24-2315 of the Henrico County Code, to modify an existing restaurant site with a single drive-through lane and construct a double drive-through lane and a 106 square-foot addition. The 0.98-acre site is located on the east line of N. Parham Road, approximately 850 feet south of Fargo Road, on parcels 754-745-0612, 754-745-3707(part) and 754-744-1970(part). The zoning is B-2C Business District (Conditional). County water and sewer. **(Tuckahoe)**

This proposal is to modify an existing 4,287 square foot fast-food restaurant building and drive-through facilities located on an outparcel in the Ridge Shopping Center. The existing shopping center was constructed in 1969 and the Chick-fil-a restaurant was constructed in 2010 with POD2009-00004.

Due to the popularity of the restaurant, Chick-fil-a is proposing to convert the existing single drive-through to a dual drive-through on the south side of the building, merging to a single lane along the eastern and northern sides of the building. The area where the additional lane will be located is currently a single row of parking on the south side of the building with a median to separate the drive aisle from the drive-through. Cars will still approach the drive-through entrance from the rear of the building and parking spaces are being removed from the Parham Road frontage to remove those conflicts. Pavement markings and traffic signage have been added to guide circulation and minimize conflicts at the rear of the building where cars will enter the site.

The developer is also proposing to demolish the 310 square foot bump out at the rear of the building and replace it with a 602 square foot addition to match the existing brick façade. Although the parking adjacent to the building is being reduced, the parking requirement is still met as part of a multiple use commercial center.

A lighting plan has also been submitted for the relocation of poles and upgrading of the lights in general. All new and relocated poles within 100-feet of an residential district are limited to 15-feet in height. The 100-foot distance from the residential zoning to the north of the site falls approximately through the middle of the building. The lighting plan will be revised as necessary prior to construction plan approval.

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

- 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 must be revised as annotated on the staff plan and included with the construction plans for final signature.
16. The proffers approved as a part of zoning case C-45C-80 must be incorporated in this approval.
17. 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 must close the drive-up facilities until a solution can be designed to prevent traffic backup.

(Staff Report by: Christina Goggin)

(Applicant's Representative: Stuart Anderson and Brandy Seago)

(Applicable Rezoning Cases and PUPS: C-45C-80 and C-36C-89)