

1 Minutes of the regular monthly meeting of the Planning Commission of Henrico County  
2 held in the County Administration Building in the Government Center at Parham and  
3 Hungary Springs Roads beginning at 9:00 a.m. Wednesday, December 17, 2014.  
4

Members Present: Mr. Eric Leabough, C.P.C., Chairman, (Varina)  
Mr. C. W. Archer, C.P.C., (Fairfield)  
Mrs. Bonnie-Leigh Jones, C.P.C. (Tuckahoe)  
Mr. R. Joseph Emerson, Jr., AICP,  
Director of Planning, Secretary  
Mr. David Kaechele,  
Board of Supervisors' Representative

Members Absent: Mr. Robert H. Witte, Jr., Vice Chairman (Brookland)  
Mr. Tommy Branin, (Three Chopt)

Others Present: Ms. Jean Moore, Assistant Director of Planning  
Ms. Leslie A. News, PLA, Principal Planner  
Mr. Kevin D. Wilhite, C.P.C., AICP, County Planner  
Mr. Michael F. Kennedy, County Planner  
Ms. Christina L. Goggin, AICP, County Planner  
Mr. Tony Greulich, C.P.C., County Planner  
Mr. Matt Ward, County Planner  
Mr. Gregory Garrison, AICP, County Planner  
Mr. Lee Pambid, C.P.C., County Planner  
Ms. Aimee B. Crady, AICP, County Planner  
Ms. Sharon Smidler, Traffic Engineer  
Ms. Kim Vann, Division of Police  
Ms. Kate B. Teator, Senior Planning Technician/Recording  
Secretary

5  
6 **Mr. David Kaechele, the Board of Supervisors' representative, abstains on all cases**  
7 **unless otherwise noted.**

8  
9 Mr. Leabough -- Welcome to the Henrico County Planning Commission  
10 meeting. This is our Subdivisions and Plans of Development meeting.

11  
12 Before we get started, as we approach the holiday season, I just wanted to wish everyone  
13 happy holidays, merry Christmas, happy Hanukah, and happy Kwanza before I forget  
14 because I know that we have a lot of cases on the agenda. So please be safe. And we  
15 would like to keep Mr. Witte, one of our Planning Commissioners, in our prayers. We've  
16 learned that he's had some recent health challenges. So please keep Mr. Witte in your  
17 prayers.

18  
19 With that, if you would, out of respect for those that are in attendance, please mute or  
20 silence your cell phones. After you do that, please rise with the Commission for the Pledge  
21 of Allegiance.

22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55  
56  
57

Is there anyone in the audience from the news media? I don't believe we have anyone. Okay.

Unfortunately, again Mr. Witte is not able to be with us, as well as Mr. Branin, who fell ill this morning. But we do have a quorum, and we can conduct business. I believe this is either the last or the next to the last meeting that we'll have Mr. Kaechele with us for our Commission. So we welcome you and thank you for being on the Commission with us this year. We have definitely enjoyed your act of participation and your presence.

Mr. Kaechele - Well, thank you, Mr. Chairman. Next year you'll have another Board member as we rotate this position. It's been a good experience and an honor to serve with this Commission for this past calendar year. As a Board of Supervisors' member and representing the whole Board, we really appreciate what this Commission does for our citizens, and for the applicants, and for the Board of Supervisors. It does make our job a lot easier, and we appreciate that and thank you. It was nice to serve with you.

Mr. Leabough - Thank you, sir.

Mr. Kaechele - And merry Christmas.

Mr. Leabough - With that I'd like to turn over the agenda to our secretary,  
Mr. Joe Emerson.

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

Ms. News - Good morning, members of the Commission. We have three requests for deferrals on our agenda this morning. The first is found on page 9 of your agenda and is located in the Varina district. This is POD2014-00175, Family Dollar at 1276 New Market Road. The applicant has requested a deferral to the January 28, 2015, meeting.

*(Deferred from the October 22, 2014 Meeting)*

**PLAN OF DEVELOPMENT**

POD2014-00175  
Family Dollar at 1276  
New Market Road - New  
Market Road (State Route  
5)

**Balzer and Associates, Inc. for Felts & Kilpatrick Construction Company, Inc. and Twin Rivers Capital, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 8,320 square-foot retail store. The 2.50-acre site is located at the southeast corner of the intersection of New Market Road (State Route 5) and North James Estates Drive, on parcels 802-702-9916, 802-702-8535, 802-702-8929, and 803-702-1005.

The zoning is B-1C, Business District (Conditional). County water and sewer. **(Varina)**

58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90

Mr. Leabough - Is there anyone in the audience in opposition to the deferral request for POD2014-00175, Family Dollar at 1276 New Market Road? There is no opposition. With that, I move that POD2014-00175, Family Dollar at 1276 New Market Road, be deferred to the January 28, 2015, meeting, per the applicant's request.

Mrs. Jones - Second.

Mr. Leabough - We have a motion by Mr. Leabough, a second by Mrs. Jones. All in favor say aye. All opposed say no. The ayes have it; the motion passes.

At the request of the applicant, the Planning Commission deferred POD2014-00175, Family Dollar at 1276 New Market Road, to its January 28, 2015 meeting.

Ms. News - The next item is found on page 11 of your agenda and is located in the Varina district. This is POD2013-00428, Family Dollar at 60 East Williamsburg Road. The applicant has requested a deferral to the January 28, 2015 meeting.

*(Deferred from the October 22, 2014 Meeting)*

**PLAN OF DEVELOPMENT**

POD2013-00428 Family Dollar at 60 E. Williamsburg Road - 60 E. Williamsburg Road (U.S. Route 60)	<b>Balzer and Associates, Inc. for Brick House Manner, LLC and Twin Rivers Capital, LLC:</b> 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, 8,320 square-foot retail store. The 1.09-acre site is located at the northwest corner of the intersection of E. Williamsburg Road (U.S. Route 60) and Garland Avenue, on parcels 827-716-7805, 827-716-7107, and 827-716-8603. The zoning is B-1, Business District, and ASO, Airport Safety Overlay District. County water and sewer. <b>(Varina)</b>
--	--

Mr. Leabough - Is there anyone in the audience in opposition to the deferral request for POD2013-00428, Family Dollar at 60 East Williamsburg Road? There is no opposition. So I move that POD2013-00428, Family Dollar at 60 East Williamsburg Road, be deferred to the January 28, 2015 meeting per the applicant's request.

Mrs. Jones - Second.

Mr. Leabough - We have a motion by Mr. Leabough, a second by Mrs. Jones. All in favor say aye. All opposed say no. The ayes have it; the motion passes.

91 At the request of the applicant, the Planning Commission deferred POD2013-00428,  
92 Family Dollar at 60 East Williamsburg Road, to its January 28, 2015 meeting.

93

94 Ms. News - The next item is on page 15 of your agenda and located in the  
95 Fairfield district. This is POD2014-00457, Richmond Petroleum. The applicant has  
96 requested a deferral to the January 28, 2015 meeting.

97

98 **PLAN OF DEVELOPMENT**

99

POD2014-00457 **Parker Design Group, Inc. for Richmond Petroleum  
Marketing, Inc.:** Request for approval of a plan of  
Richmond Petroleum – development, as required by Chapter 24, Section 24-106 of  
2301 Mechanicsville the Henrico County Code, to construct a one-story 2,877  
Turnpike (U.S. Route 360) square foot convenience store and restaurant with fuel  
pumps, drive-through facilities, and a 1,100 square foot car  
wash. The 0.9-acre site is located on the southeast corner  
of the intersection of Mechanicsville Turnpike (U.S. Route  
360) and Bloom Lane, on parcel 799-728-4562. The zoning  
is B-3, Business District. County water and sewer.  
**(Fairfield)**

100

101 Mr. Leabough - Is there anyone in the audience in opposition to the deferral  
102 request for POD2014-00457, Richmond Petroleum? There is no opposition, Mr. Archer.

103

104 Mr. Archer - Mr. Chairman, I move that POD2014-00457, Richmond  
105 Petroleum, be deferred at the applicant's request.

106

107 Mrs. Jones - Second.

108

109 Mr. Leabough - We have a motion by Mr. Archer, a second by Mrs. Jones. All  
110 in favor say aye. All opposed say no. The ayes have it; the motion passes.

111

112 At the request of the applicant, the Planning Commission deferred POD2014-00457,  
113 Richmond Petroleum, to its January 28, 2015 meeting.

114

115 Ms. News - Staff is not aware of any further requests for deferrals.

116

117 Mr. Emerson - Mr. Chairman, next on your agenda this morning are the  
118 expedited requests. Those will also be presented by Ms. Leslie News.

119

120 Ms. News - Sir, we have five requests on our expedited agenda this  
121 morning. The first is on page 3 of your agenda and located in the Three Chopt district. This  
122 is transfer of approval for POD-81-07, Union First Market Bank, (formerly First Market  
123 Bank) at West Broad Village. Staff recommends approval.

124

125

126 **TRANSFER OF APPROVAL**

127

POD-81-07  
POD2014-00448  
Union First Market Bank  
(formerly First Market  
Bank) at West Broad  
Village - 11236 W. Broad  
Street (U.S. Route 250)

**Nathan Hilbig for Excel Trust, LP dba Excel WBV V, LLC:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from West Broad Village, LLC, West Broad Village II, LLC, and West Broad Village V, LLC to Excel Trust, LP dba Excel WBV V, LLC. The 0.146-acre site is located on the south line of W. Broad Street (U.S. Route 250) and the north line of Back Street (private), approximately 350 feet east of Brownstone Boulevard (private), on parcel 742-761-5814. The zoning is UMUC, Urban Mixed Use District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

128

129

130 Mr. Leabough - Is there anyone in the audience in opposition to the transfer  
131 request for POD-81-07 (POD2014-00448), Union First Market Bank (formerly First Market  
132 Bank) at West Broad Village? There is no opposition. Do you have any questions for this  
133 case, Mr. Kaechele?

134

135 Mr. Kaechele - No sir.

136

137 Mr. Leabough - Okay. Anyone else on the Commission have any questions  
138 regarding this case? If not, I move that the transfer request for POD-81-07 (POD2014-  
139 00448), Union First Market Bank (formerly First Market Bank) at West Broad Village, be  
140 approved.

141

142 Mr. Archer - Second.

143

144 Mr. Leabough - We have a motion by Mr. Leabough, a second by Mr. Archer.  
145 All in favor say aye. All opposed say no. The ayes have it; the motion passes.

146

147 The Planning Commission approved the transfer of approval request for POD-81-07  
148 (POD2014-00448), Union First Market Bank (formerly First Market Bank) at West Broad  
149 Village, from West Broad Village, LLC, West Broad Village II, LLC, and West Broad Village  
150 V, LLC to Excel Trust, LP dba Excel WBV V, LLC, subject to the standard and added  
151 conditions previously approved.

152

153 Ms. News - Next on page 4 of your agenda and located in Three Chopt  
154 district is a transfer of approval for POD-69-07, Mimi's Café at West Broad Village. Staff  
155 recommends approval.

156

157

158

159

160 **TRANSFER OF APPROVAL**

161  
162  
163  
164  
165  
166  
167  
168  
169  
170  
171  
172  
173  
174  
175  
176  
177  
178  
179  
180  
181  
182  
183  
184  
185  
186  
187  
188  
189  
190  
191  
192  
193  
194  
195  
196  
197  
198  
199  
200  
201  
202  
203  
204  
205  
206  
207  
208  
209  
210  
211  
212  
213  
214  
215  
216  
217  
218  
219  
220  
221  
222  
223  
224  
225  
226  
227  
228  
229  
230  
231  
232  
233  
234  
235  
236  
237  
238  
239  
240  
241  
242  
243  
244  
245  
246  
247  
248  
249  
250  
251  
252  
253  
254  
255  
256  
257  
258  
259  
260  
261  
262  
263  
264  
265  
266  
267  
268  
269  
270  
271  
272  
273  
274  
275  
276  
277  
278  
279  
280  
281  
282  
283  
284  
285  
286  
287  
288  
289  
290  
291  
292  
293  
294  
295  
296  
297  
298  
299  
300  
301  
302  
303  
304  
305  
306  
307  
308  
309  
310  
311  
312  
313  
314  
315  
316  
317  
318  
319  
320  
321  
322  
323  
324  
325  
326  
327  
328  
329  
330  
331  
332  
333  
334  
335  
336  
337  
338  
339  
340  
341  
342  
343  
344  
345  
346  
347  
348  
349  
350  
351  
352  
353  
354  
355  
356  
357  
358  
359  
360  
361  
362  
363  
364  
365  
366  
367  
368  
369  
370  
371  
372  
373  
374  
375  
376  
377  
378  
379  
380  
381  
382  
383  
384  
385  
386  
387  
388  
389  
390  
391  
392  
393  
394  
395  
396  
397  
398  
399  
400  
401  
402  
403  
404  
405  
406  
407  
408  
409  
410  
411  
412  
413  
414  
415  
416  
417  
418  
419  
420  
421  
422  
423  
424  
425  
426  
427  
428  
429  
430  
431  
432  
433  
434  
435  
436  
437  
438  
439  
440  
441  
442  
443  
444  
445  
446  
447  
448  
449  
450  
451  
452  
453  
454  
455  
456  
457  
458  
459  
460  
461  
462  
463  
464  
465  
466  
467  
468  
469  
470  
471  
472  
473  
474  
475  
476  
477  
478  
479  
480  
481  
482  
483  
484  
485  
486  
487  
488  
489  
490  
491  
492  
493  
494  
495  
496  
497  
498  
499  
500  
501  
502  
503  
504  
505  
506  
507  
508  
509  
510  
511  
512  
513  
514  
515  
516  
517  
518  
519  
520  
521  
522  
523  
524  
525  
526  
527  
528  
529  
530  
531  
532  
533  
534  
535  
536  
537  
538  
539  
540  
541  
542  
543  
544  
545  
546  
547  
548  
549  
550  
551  
552  
553  
554  
555  
556  
557  
558  
559  
560  
561  
562  
563  
564  
565  
566  
567  
568  
569  
570  
571  
572  
573  
574  
575  
576  
577  
578  
579  
580  
581  
582  
583  
584  
585  
586  
587  
588  
589  
590  
591  
592  
593  
594  
595  
596  
597  
598  
599  
600  
601  
602  
603  
604  
605  
606  
607  
608  
609  
610  
611  
612  
613  
614  
615  
616  
617  
618  
619  
620  
621  
622  
623  
624  
625  
626  
627  
628  
629  
630  
631  
632  
633  
634  
635  
636  
637  
638  
639  
640  
641  
642  
643  
644  
645  
646  
647  
648  
649  
650  
651  
652  
653  
654  
655  
656  
657  
658  
659  
660  
661  
662  
663  
664  
665  
666  
667  
668  
669  
670  
671  
672  
673  
674  
675  
676  
677  
678  
679  
680  
681  
682  
683  
684  
685  
686  
687  
688  
689  
690  
691  
692  
693  
694  
695  
696  
697  
698  
699  
700  
701  
702  
703  
704  
705  
706  
707  
708  
709  
710  
711  
712  
713  
714  
715  
716  
717  
718  
719  
720  
721  
722  
723  
724  
725  
726  
727  
728  
729  
730  
731  
732  
733  
734  
735  
736  
737  
738  
739  
740  
741  
742  
743  
744  
745  
746  
747  
748  
749  
750  
751  
752  
753  
754  
755  
756  
757  
758  
759  
760  
761  
762  
763  
764  
765  
766  
767  
768  
769  
770  
771  
772  
773  
774  
775  
776  
777  
778  
779  
780  
781  
782  
783  
784  
785  
786  
787  
788  
789  
790  
791  
792  
793  
794  
795  
796  
797  
798  
799  
800  
801  
802  
803  
804  
805  
806  
807  
808  
809  
810  
811  
812  
813  
814  
815  
816  
817  
818  
819  
820  
821  
822  
823  
824  
825  
826  
827  
828  
829  
830  
831  
832  
833  
834  
835  
836  
837  
838  
839  
840  
841  
842  
843  
844  
845  
846  
847  
848  
849  
850  
851  
852  
853  
854  
855  
856  
857  
858  
859  
860  
861  
862  
863  
864  
865  
866  
867  
868  
869  
870  
871  
872  
873  
874  
875  
876  
877  
878  
879  
880  
881  
882  
883  
884  
885  
886  
887  
888  
889  
890  
891  
892  
893  
894  
895  
896  
897  
898  
899  
900  
901  
902  
903  
904  
905  
906  
907  
908  
909  
910  
911  
912  
913  
914  
915  
916  
917  
918  
919  
920  
921  
922  
923  
924  
925  
926  
927  
928  
929  
930  
931  
932  
933  
934  
935  
936  
937  
938  
939  
940  
941  
942  
943  
944  
945  
946  
947  
948  
949  
950  
951  
952  
953  
954  
955  
956  
957  
958  
959  
960  
961  
962  
963  
964  
965  
966  
967  
968  
969  
970  
971  
972  
973  
974  
975  
976  
977  
978  
979  
980  
981  
982  
983  
984  
985  
986  
987  
988  
989  
990  
991  
992  
993  
994  
995  
996  
997  
998  
999  
1000

**Nathan Hilbig for Excel Trust, LP dba Excel WBV V, LLC:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from West Broad Village, LLC, West Broad Village II, LLC, and West Broad Village V, LLC to Excel Trust, LP dba Excel WBV V, LLC. The 0.333-acre site is located on the south line of W. Broad Street (U.S. Route 250) and the north line of Back Street (private) at the intersection of Brownstone Boulevard (private), on parcel 742-761-3218. The zoning is UMUC, Urban Mixed Use District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

Mr. Leabough - Is there anyone in the audience in opposition to the transfer request for POD-69-07 (POD2014-00449), Mimi's Café at West Broad Village? There is no opposition. Are there any questions from the Commission? If not, I move that the transfer request for POD-69-07 (POD2014-00449), Mimi's Café at West Broad Village, be approved.

Mr. Archer - Second.

Mr. Leabough - We have a motion by Mr. Leabough, a second by Mr. Archer. All in favor say aye. All opposed say no. The ayes have it; the motion passes.

The Planning Commission approved the transfer of approval request for POD-69-07 (POD2014-00449), Mimi's Café at West Broad Village, from West Broad Village, LLC, West Broad Village II, LLC, and West Broad Village V, LLC to Excel Trust, LP dba Excel WBV V, LLC, subject to the standard and added conditions previously approved.

Ms. News - Next on page 5 of your agenda and located in the Three Chopt district is a transfer of approval for POD-09-11, Bonefish Grill at West Broad Village. Staff recommends approval.

**TRANSFER OF APPROVAL**

POD-09-11  
POD2014-00454  
Bonefish Grill at West  
Broad Village - 11251 W.  
Broad Street (U.S. Route  
250)

**Nathan Hilbig for Excel Trust, LP dba Excel WBV V, LLC:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from West Broad Village V, LLC to Excel Trust, LP dba Excel WBV V, LLC. The 0.327-acre site is located on the south line of W. Broad Street (U.S. Route 250) and the north line of Back Street (private) at the intersection of Whittall Way (private), on parcel 742-761-7309. The zoning is UMUC, Urban Mixed Use District (Conditional) and WBSO,

West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

185  
186  
187  
188  
189  
190  
191  
192  
193  
194  
195  
196  
197  
198  
199  
200  
201  
202  
203  
204  
205  
206  
  
207  
208  
209  
210  
211  
212  
213  
214  
215  
216  
217

Mr. Leabough - Is there anyone in the audience in opposition to the transfer request for POD-09-11 (POD2014-00454), Bonefish Grill at West Broad Village? If not, I move that the transfer request for POD-09-11 (POD2014-00454), Bonefish Grill at West Broad Village, be approved.

Mr. Archer - Second.

Mr. Leabough - We have a motion by Mr. Leabough, a second by Mr. Archer. All in favor say aye. All opposed say no. The ayes have it; the motion passes.

The Planning Commission approved the transfer of approval request for POD-09-11 (POD2014-00454), Bonefish Grill at West Broad Village, from West Broad Village V, LLC to Excel Trust, LP dba Excel WBV V, LLC, subject to the standard and added conditions previously approved.

Ms. News - On page six of your agenda and located in the Three Chopt district is a transfer of approval for POD2012-00060, Diamonds Direct at West Broad Village. Staff recommends approval.

**TRANSFER OF APPROVAL**

POD2012-00060 POD2014-00455 Diamonds Direct at West Broad Village - 11131 W. Broad Street (U.S. Route 250)	<b>Nathan Hilbig for Excel Trust, LP dba Excel WBV V, LLC:</b> Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from West Broad Village V, LLC to Excel Trust, LP dba Excel WBV V, LLC. The 0.707-acre site is located on the south line of W. Broad Street (U.S. Route 250) approximately 600 feet east of Gathering Place (private), on parcel 744-760-0779. The zoning is UMUC, Urban Mixed Use District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. <b>(Three Chopt)</b>
---	---

Mr. Leabough - Is there anyone in the audience in opposition to the transfer request for POD2012-00060 (POD2014-000455), Diamonds Direct at West Broad Village? There is no opposition, so I move that the transfer request for POD2012-00060 (POD2014-000455), Diamonds Direct at West Broad Village, be approved.

Mr. Archer - Second.

Mr. Leabough - We have a motion by Mr. Leabough, a second by Mr. Archer. All in favor say aye. All opposed say no. The ayes have it; the motion passes.

218 The Planning Commission approved the transfer of approval request for POD2012-00060  
219 (POD2014-000455), Diamonds Direct at West Broad Village, from West Broad Village V,  
220 LLC to Excel Trust, LP dba Excel WBV V, LLC, subject to the standard and added  
221 conditions previously approved.  
222

223 Ms. News - The final item is on page 20 of your agenda and is located in  
224 the Three Chopt district. This is POD2014-00329, a landscape plan for Dominion Park at  
225 Wyndham, Phase 1. There is an addendum item on page 2 of your addendum indicating  
226 that the applicant has committed to landscape foundation plantings. Staff recommends  
227 approval.  
228

229 **LANDSCAPE PLAN**  
230

POD2014-00329  
Dominion Park at  
Wyndham Phase 1 – 5999  
Pouncey Tract Road  
(State Route 271)

**H&G Landscape Architects, PLC for HHHunt Corporation:** Request for approval of a landscape plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County Code. The 9.89-acre site is located on the north line of Wyndham West Drive, approximately 1350 feet north of its intersection with Pouncey Tract Road (State Route 271), on part of parcel 734-781-9430. The zoning is RTHC, Residential Townhouse District (Conditional). County water and sewer. **(Three Chopt)**

231  
232 Mr. Leabough - Is there anyone in the audience in opposition to the landscape  
233 plan for POD2014-000329, Dominion Park at Wyndham Phase 1? Are there questions  
234 from the Commission? If not, I move for approval of the landscape plan for POD2014-  
235 000329, Dominion Park at Wyndham Phase 1, subject to standard conditions for  
236 landscape plans and the revised recommendation in the addendum.  
237

238 Mrs. Jones - Second.  
239

240 Mr. Leabough - We have a motion by Mr. Leabough, a second by Mrs. Jones.  
241 All in favor say aye. All opposed say no. The ayes have it; the motion passes.  
242

243 The Planning Commission approved the landscape plan for POD2014-000329, Dominion  
244 Park at Wyndham Phase 1, subject to the standard conditions attached to these minutes  
245 for landscape plans.  
246

247 Ms. News - That completes our expedited agenda.  
248

249 Mr. Emerson - Mr. Chairman, we now move back to the beginning of your  
250 agenda for Subdivision Extensions of Conditional Approval. There's also a correction,  
251 which appears on your amended agenda, page 1. This item will be presented by Mr. Lee  
252 Pambid.  
253  
254





285 requirements of the 2011 Bacova zoning case. Some minor changes to the conceptual  
286 layout plan since that rezoning have occurred, mostly due to the inability to get a wetlands  
287 crossing here. These lots on block A, lots 1 through 6, and 26 through 28 that previously  
288 were rear facing to Liesfield Farm Drive, they're now front-facing with a twenty-foot alley  
289 access easement. We've seen this in other subdivisions across the county. It works pretty  
290 well with the turnaround that's approved by the Division of Fire and the Department of  
291 Public Works, Traffic Division.

292  
293 With that, the applicant has requested that in lieu of the wooden fence that was to be  
294 installed along the back and sides of the lots in the subdivision that have the rears facing  
295 Liesfield Park Drive—and also in the Liesfield Farm subdivision that was previously  
296 approved—they will provide a decorative ornamental fence that would match the wrought  
297 iron style that's been provided along Short Pump Manor on Pouncey Tract Road. This type  
298 of fence is also at Smith Grove along North Gayton. Staff has no objection to this request.  
299 The proffers provide that the Planning Commission may approve a different fence type  
300 within the buffer areas at their discretion.

301  
302 There is an existing cemetery on the site, and it will be preserved with a decorative fence  
303 as well. Public access will be maintained as the common area where the cemetery is  
304 located has street frontage on a public road.

305  
306 The details of the landscape plan will be returning to the Commission for subsequent  
307 review and approval. The conceptual plan was provided in your agenda. This is all in  
308 compliance with proffered conditions.

309  
310 With that, staff recommends approval subject to the annotations in the plan, the standard  
311 conditions for subdivisions served by public utilities, and conditions 13 through 16 listed in  
312 your agenda. The applicant, Mr. Robert Babcock, is here, as well as his representative,  
313 Mrs. Bonnie Beavers with Youngblood, Tyler and Associates. They're happy to answer  
314 any questions you may have of them. I am happy to answer any questions the Commission  
315 may have of staff.

316  
317 Mr. Leabough - Are there any questions for Ms. Crady?

318  
319 Mr. Kaechele - There is a berm there as well, right?

320  
321 Ms. Crady - A berm was not proffered along here, but that is something we  
322 can look at with the landscape plan if that's something the Commission desires - that they  
323 entertain that request. There is a ten-foot multipurpose path and grass strip along the  
324 section. Whether or not it's feasible to get a berm in there, I'm not exactly sure. But it was  
325 not proffered.

326  
327 Mr. Kaechele - Okay.

328  
329 Mr. Emerson - Aimee, what do we have along Pouncey Tract and along North  
330 Gayton?

331  
332 Ms. Crady - There are berms along there, yes. And those were proffered  
333 explicitly.  
334  
335 Mr. Emerson - Right. And that wasn't considered in this case because we  
336 thought the fencing was going to be different.  
337  
338 Ms. Crady - Correct.  
339  
340 Mr. Emerson - So that's something that could be addressed at the time of  
341 landscape plan?  
342  
343 Ms. Crady - Correct.  
344  
345 Mr. Kaechele - Okay.  
346  
347 Mr. Leabough - So you mentioned that the landscape plan will come back to  
348 the Commission?  
349  
350 Ms. Crady - Yes sir.  
351  
352 Mr. Leabough - So do we need a 9 amended, or is that something that was  
353 proffered?  
354  
355 Ms. Crady - Actually, your standard conditions have been adjusted to  
356 provide for that. Nine amended is typically reserved for PODs, and this is a subdivision.  
357 But condition 15 had been modified to say "for Planning Commission review and approval."  
358  
359 Mr. Leabough - Great. Thank you for pointing that out. Are there other  
360 questions for Ms. Crady? If not, Mr. Kaechele, would you like to hear from the applicant?  
361  
362 Mr. Kaechele - No, I don't think so.  
363  
364 Mr. Leabough - Okay. Thank you, Ms. Crady.  
365  
366 Ms. Crady - Thanks.  
367  
368 Mr. Leabough - If there are no other questions, I will move for approval of  
369 SUB2014-00192, Alvis Woods at Bacova (December 2014 plan), subject to annotations  
370 on the plan, standard conditions for subdivisions served by public utilities, and the  
371 additional conditions as noted on the agenda, 13 through 16.  
372  
373 Mrs. Jones - Second.  
374  
375 Mr. Leabough - We have a motion by Mr. Leabough, a second by Mrs. Jones.  
376 All in favor say aye. All opposed say no. The ayes have it; the motion passes.

377  
378  
379  
380  
381  
382  
383  
384  
385  
386  
387  
388  
389  
390  
391  
392  
393  
394  
395  
396  
397  
398  
399

The Planning Commission granted conditional approval to SUB2014-00192, Alvis Woods at Bacova (December 2014 plan), subject to the standard conditions attached to these minutes for subdivisions served by public utilities, the annotations on the plans, and the following additional conditions:

13. 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.
14. Prior to requesting construction plan approval, the developer must furnish a letter from Dominion Virginia Power, stating that this proposed development does not conflict with its facilities.
15. The details for the landscaping to be provided within the 25-foot wide planting strip easement along Liesfeld Farm Drive and any proffered landscaping shall be submitted to the Department of Planning for Planning Commission review and approval prior to recordation of the plat.
16. The proffers approved as part of zoning case C-9C-11 shall be incorporated in this approval.

#### PLAN OF DEVELOPMENT

POD2014-00418  
Family Dollar at 1350 N.  
Laburnum Avenue – 1350  
N. Laburnum Avenue

**RKS Green Consulting Group for Creighton & Laburnum, LLC, TRC Laburnum, LLC, and Twin Rivers Capital:** 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, 9,180 square-foot retail store. The 1.45-acre site is located on the west line of N. Laburnum Avenue, approximately 830 feet north of its intersection with Creighton Road, on parcel 808-730-2472. The zoning is B-2C, Business District (Conditional), M-1C, Light Industrial District (Conditional), and ASO, Airport Safety Overlay District. County water and sewer. **(Fairfield)**

400  
401  
402  
403  
404  
405  
406  
407  
408  
409  
410  
411

Mr. Leabough - Is there anyone in the audience in opposition to POD2014-00418, Family Dollar at 1350 N. Laburnum Avenue?

Female in audience - [unintelligible]

Mr. Leabough - Yes. Okay. We'll provide an opportunity for you to ask a question, ma'am. But you're not opposed, correct? Okay.

Mr. Garrison - Good morning. This is a request for approval of a one-story 9,180-square-foot retail store within an overall development. The applicant has been working with staff to address concerns with traffic circulation and elevations that more

412 closely resemble the proffered elevations with zoning case C-29C-07. The plan in your  
413 addendum reflects these changes. Staff can now recommend approval subject to the  
414 annotations on the plan, standard conditions for developments of this type, and the added  
415 conditions 29 through 37.

416

417 Staff and representatives of the applicant are available to answer any questions that you  
418 may have.

419

420 Mr. Leabough - Are there questions for Mr. Garrison? No questions.  
421 Mr. Archer?

422

423 Mr. Archer - Yes sir.

424

425 Mr. Leabough - I believe you have someone in the audience that wants to ask  
426 a question about the case. Would you like to hear from them first?

427

428 Mr. Archer - Yes, I think that would be good. And then we can hear from the  
429 applicant to address her issue.

430

431 Mr. Leabough - Ma'am, could you please come to the podium and state your  
432 name for the record. These are recorded proceedings.

433

434 Ms. Crockett - Good morning. My name is Helen Crockett, and I live close to  
435 and am involved with the stuff going on at that corner right there. My only question is—I  
436 was reading this, trying to figure out which side of Laburnum Avenue Family Dollar is going  
437 on. Is it the same side as the Wawa or is it across the street from the Wawa?

438

439 Mr. Archer - Same side. Yes, it'll be between the Wawa and the new health  
440 center.

441

442 Ms. Crockett - Oh, okay. All right. Thank you. That's it. Thank you very much.

443

444 Mr. Leabough - Thank you. Would you like the applicant to come down,  
445 Mr. Archer?

446

447 Mr. Archer - Do any of you have any questions of the applicant? I don't  
448 really have any. Okay. I'd like to thank Mr. Garrison for his work in getting produced the  
449 elevations that are in the addendum this morning. With that, I will move for approval of  
450 POD2014-00418, Family Dollar at 1350 N. Laburnum Avenue, subject to the additional  
451 conditions 29 through 36 [sic], and also subject to the elevation in the morning's  
452 addendum.

453

454 Mrs. Jones - Second.

455

456 Mr. Leabough - Thirty-seven, correct?

457

458 Mr. Archer - Did I say thirty-seven? I thought I did.

459

460 Mr. Leabough - Okay. All right. We have a motion by Mr. Archer, a second by  
461 Mrs. Jones. All in favor say aye. All opposed say no. The ayes have it; the motion passes.

462

463 The Planning Commission approved POD2014-00418, Family Dollar at 1350 N. Laburnum  
464 Avenue, subject to the annotations on the plans, the standard conditions attached to these  
465 minutes for developments of this type, and the following additional conditions:

466

467 29. The right-of-way for widening of N. Laburnum Avenue as shown on approved plans  
468 shall be dedicated to the County prior to any occupancy permits being issued. The  
469 right-of-way dedication plat and any other required information shall be submitted  
470 to the County Real Property Agent at least sixty (60) days prior to requesting  
471 occupancy permits.

472 30. A concrete sidewalk meeting County standards shall be provided along the west  
473 side of N. Laburnum Avenue.

474 31. Outside storage shall not be permitted.

475 32. The proffers approved as a part of zoning case C-29C-07 shall be incorporated in  
476 this approval.

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

480 34. Evidence of a joint ingress/egress and maintenance agreement must be submitted  
481 to the Department of Planning and approved prior to issuance of a certificate of  
482 occupancy for this development.

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

488 36. Except for junction boxes, meters, and existing overhead utility lines, and for  
489 technical or environmental reasons, all utility lines shall be underground.

490 37. The limits and elevations of the **Special Flood Hazard Area** shall be conspicuously  
491 noted on the plan and labeled "**Limits of Special Flood Hazard Area**." In addition,  
492 the delineated **Special Flood Hazard Area** must be labeled "Variable Width  
493 Drainage and Utility Easement." The easement shall be granted to the County prior  
494 to the issuance of any occupancy permits.

495

#### 496 **PLAN OF DEVELOPMENT**

497

POD2014-00461  
Townes of Wistar Woods -  
4511 Wistar Road

**Resource International, Ltd. for Wistar Creek, LLC,  
John M. Dunnivant, Jr. Real Estate Trust, John M.  
Dunnivant, Jr., Trustee, and Meridian Land Company:**  
Request for approval of a plan of development, as required  
by Chapter 24, Section 24-106 of the Henrico County Code,  
to construct 107 two and three-story residential townhouse

units for sale. The 24.22-acre site is located on the south line of Wistar Road, approximately 160 feet west of its intersection with Walkenhut Drive, on parcels 767-750-8298, 767-751-8651, 768-750-0490, 768-751-0638, 768-751-1362, 768-751-2435, and 768-751-4119. The zoning is RTHC, Residential Townhouse District (Conditional). County water and sewer. **(Brookland)**

498

499 Mr. Leabough - Is anyone in the audience in opposition to POD2014-00461,  
500 Townes of Wistar Woods? There is no opposition. Mr. Ward, good morning.

501

502 Mr. Ward - Good morning, Planning Commission members, Mr.  
503 Secretary.

504

505 The proposed plan before you does match the exhibits that were presented with case  
506 REZ2014-00006. Also, this proposed development was approved as a conditional  
507 subdivision back on September 24, 2014.

508

509 The proposed plan before you is to construct 107 townhouse units for sale. As told earlier,  
510 it's consistent with the proffers and the exhibits that were presented with the rezoning case.  
511 It proffers a decorative metal fence along Wistar Road that will be wrought iron in  
512 appearance, which will be here, and a six-foot white vinyl privacy fence along the eastern  
513 line, which is adjacent to Walkenhut single-family subdivision, as well as along the western  
514 property line down here. It'll then wrap around a portion of the southern area of the  
515 property.

516

517 A sidewalk will also be along Wistar Road. And then there will be a twenty-foot tree buffer  
518 along the eastern property line, and a ten-foot tree buffer along the area to the west. Also,  
519 several large trees and major vegetation will be protected in the wetland area. And as  
520 indicated in the proffers, the landscape plans will return to the Commission for review and  
521 approval.

522

523 Also, the elevations that were submitted with the plan of development are consistent with  
524 the proffers that offer six-unit, five-unit, and four-unit townhome buildings ranging from two  
525 to three stories in height. They also include one- to two-garages that have a minimum clear  
526 space of eleven feet wide by eighteen feet deep. And also, the garage door will have  
527 architectural details.

528

529 With this, staff can recommend approval of the staff plans, the standard conditions for  
530 developments of this type, the condition 9 amended added in the addendum, and  
531 conditions 29 through 38 in the agenda.

532

533 This does conclude my presentation. I'll be happy to answer any questions the  
534 Commission may have of me. We have Scott Courtney here, the engineer, should you  
535 have any questions of him.

536

537 Mr. Leabough - Are there questions for Mr. Ward?  
538  
539 Mr. Archer - Mr. Ward, the report indicates the applicant is working with the  
540 Fire Department to finalize fire lane locations. How close are we to knowing where and  
541 how that will be constructed?  
542  
543 Mr. Ward - Staff met with the Fire Marshal. The fire lanes, there are six of  
544 them in total going about 120 feet back to the end of the property lines. Those are going  
545 to be just 50 feet in length. They'll still be 20 feet wide. The Fire Marshal says there needs  
546 to be least 50 feet off the road so that the first truck could be off the street for other vehicles  
547 to pass through  
548  
549 Mr. Archer - So they are providing that space to get all that done.  
550  
551 Mr. Ward - Yes.  
552  
553 Mr. Archer - Okay.  
554  
555 Mr. Ward - Some of these locations may change depending on working  
556 with utilities and fire hydrant locations.  
557  
558 Mr. Archer - Okay.  
559  
560 Mr. Leabough - Mrs. Jones, I suspect you had a similar question?  
561  
562 Mrs. Jones - Well, I did, because I think that's important. And I wondered  
563 whether there was going to be a problem because it is tight.  
564  
565 Mr. Leabough - Are there any other questions for Mr. Ward? If not, thank you,  
566 sir. Mr. Archer, would you like to hear from the applicant?  
567  
568 Mr. Archer - Does anybody else have questions? I don't have any.  
569  
570 Mr. Leabough - I think you all have all the questions that we have.  
571  
572 Mr. Archer - Okay. In that case, I don't think I need to, Mr. Chairman.  
573  
574 Mr. Leabough - All right.  
575  
576 Mr. Archer - Okay. I did talk with Mr. Witte, and he indicated there had been  
577 several meetings, and they had pretty much resolved everything that they needed to.  
578  
579 So with that I will move for approval of POD2014-00461, Townes of Wistar Woods, subject  
580 to the staff recommendation, the annotations on plan, standard conditions for  
581 developments of this type, and conditions 29 through 38, and also 9 amended that shows  
582 up in the addendum.



583  
584  
585  
586  
587  
588  
589  
590  
591  
592  
593  
594  
595  
596  
597  
598  
599  
600  
601  
602  
603  
604  
605  
606  
607  
608  
609  
610  
611  
612  
613  
614  
615  
616  
617  
618  
619  
620  
621  
622  
623  
624  
625  
626  
627  
628

Mrs. Jones - Second.

Mr. Leabough - We have a motion by Mr. Archer, a second by Mrs. Jones. All in favor say aye. All opposed say no. The ayes have it; the motion passes.

The Planning Commission approved POD2014-00461, Townes of Wistar Woods, subject to the annotations on the plans, the standard conditions attached to these minutes for developments of this type, and the following additional conditions:

- 9. **AMENDED (ADDED)** - 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 unit house numbers shall be visible from the parking areas and drives.
- 30. The names of streets, drives, courts and parking areas shall be approved by the Richmond Regional Planning District Commission and such names shall be included on the construction plans prior to their approval. The standard street name signs shall be installed prior to any occupancy permit approval.
- 31. The right-of-way for widening of Wistar 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.
- 32. 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.
- 33. A concrete sidewalk meeting County standards shall be provided along the south side of Wistar Road.
- 34. The proffers approved as a part of zoning case REZ2014-00006 shall be incorporated in this approval.
- 35. 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.
- 36. 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.
- 37. 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,

- 629 the limits of the areas to be cleared and the methods of protecting the  
630 required buffer areas. The location of utility lines, drainage structures and  
631 easements shall be shown.
- 632 (b) After the Erosion and Sediment Control Plan has been approved but prior to  
633 any clearing or grading operations of the site, the owner shall have the limits  
634 of clearing delineated with approved methods such as flagging, silt fencing  
635 or temporary fencing.
- 636 (c) The site engineer shall certify in writing to the owner that the limits of clearing  
637 have been staked in accordance with the approved plans. A copy of this  
638 letter shall be sent to the Department of Planning and the Department of  
639 Public Works.
- 640 (d) The owner shall be responsible for the protection of the buffer areas and for  
641 replanting and/or supplemental planting and other necessary improvements  
642 to the buffer as may be appropriate or required to correct problems. The  
643 details shall be included on the landscape plans for approval.
- 644 38. The location of all existing and proposed utility and mechanical equipment  
645 (including HVAC units, electric meters, junctions and accessory boxes,  
646 transformers, and generators) shall be identified on the landscape plan. All building  
647 mounted equipment shall be painted to match the building, and all equipment shall  
648 be screened by such measures as determined appropriate by the Director of  
649 Planning or the Planning Commission at the time of plan approval.

650  
651 **LANDSCAPE AND LIGHTING PLAN**  
652

POD2014-00428 and  
POD2014-00429  
Bee Green Recycling -  
3603 Nine Mile Road  
(State Route 33)

**Engineering Design Associates for Bee Green Recycling LLC:** Request for approval of a landscape plan and a lighting plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County Code. The 5.36-acre site is located on the south line of Nine Mile Road (State Route 33) across from the intersection of Gordons Lane and Nine Mile Road and east of the Interstate 64 west off-ramp, on parcels 804-723-6935 and 804-723-9207. The zoning is B-1, Business District and M-1, Light Industrial District. County water and sewer. **(Varina)**

653  
654 Mr. Leabough - Is there anyone in the audience in opposition to POD2014-  
655 00428 and POD2014-00429, Bee Green Recycling? There is no opposition. Good  
656 morning, Mr. Pambid.

657  
658 Mr. Pambid - Good morning. The applicant requests approval of a landscape  
659 and lighting plan for the Bee Green Recycling facility that is now under construction. This  
660 site is within the Enterprise Zone in the Nine Mile Road Corridor Revitalization and  
661 Reinvestment Opportunity Area in the Vision 2026 Comprehensive Plan. The site is also  
662 located at the western gateway to the Nine Mile Road corridor, which includes the Tourist  
663 Information Center at the Henrico County Eastern Government Center.

664

665 Staff has requested and asked the applicant to consider planting beds along the entrance  
666 area along Nine Mile Road to enhance street frontage and street presence.

667  
668 The lighting plan features nine thirty-foot-tall poles mounted with 400-watt metal-halide  
669 figures. Eighteen wall-mounted fixtures are also proposed. There are no directly adjacent  
670 properties of a residential nature. The plan conforms to the County's lighting guidelines.

671  
672 Staff recommends approval subject to the stand conditions for landscape and lighting  
673 plans.

674  
675 This concludes my presentation. I can now field any questions you have regarding this.  
676 Randy Hooker is also here from Engineering Design Associates. He can field your  
677 questions as well.

678  
679 Mr. Leabough - Are there questions for Mr. Pambid? Do you have one?

680  
681 Mrs. Jones - What was the response to the planting beds?

682  
683 Mr. Pambid - They said they would consider it.

684  
685 Mr. Leabough - Consider? Okay, thank you. Are there other questions for  
686 Mr. Pambid? If not, would the applicant please come forward.

687  
688 Mr. Hooker - Good morning. Randy Hooker, Engineering Design  
689 Associates.

690  
691 Mr. Leabough - Mrs. Jones read my mind. The annotated plan indicates that  
692 there are additional planting beds with signage along the entrance to the site. Are you all  
693 willing to commit to providing planting beds at that location?

694  
695 Mr. Hooker - As previously discussed with Lee, I mentioned to him that my  
696 client has not decided upon a sign, how he's going to sign this particular facility. So I hated  
697 to commit to any kind of landscaping without knowing is he going to do it monumental style  
698 or if it's going to be something that's going to be on a post. Signage is so up in the air right  
699 now, not really knowing what he's going to do, I just hated to commit to anything.

700  
701 Mr. Leabough - But in terms of an entrance feature, I mean, we're asking that  
702 you all consider planting that area regardless of what type of sign you put there.

703  
704 Mr. Hooker - I wouldn't want to plant something that's going to hide his sign.

705  
706 Mr. Leabough - Yes, but that's not—we're not specifying *what* you plant and  
707 the height at this point. We're just asking you to consider planting something there.

708  
709 Mr. Hooker - And I said that we would. It would be considered at the time of  
710 sign permit.

711  
712 Mr. Leabough - So you're saying you're willing to agree to plant that area,  
713 though. You just can't specify what plantings you're going to—  
714  
715 Mr. Hooker - Correct, correct.  
716  
717 Mr. Leabough - Okay. Someone has a question?  
718  
719 Mrs. Jones - There was a gentleman out there, I think, who wanted to make  
720 a comment to this point, but I don't know if he wants to come forward.  
721  
722 Mr. Smith - [Off microphone.] I'm one of the owners.  
723  
724 Mr. Leabough - Okay. Could you please come to the podium?  
725  
726 Mr. Smith - [Off microphone.] [Inaudible.] I'm not trying to complicate this  
727 thing.  
728  
729 Mrs. Jones - Nor are we.  
730  
731 Mr. Smith - My name's Brian Smith. By all means we're more than willing  
732 to accommodate. We're just trying not to obviously deter from the visibility of the building.  
733 It's a fully enclosed facility, so it shouldn't be an eyesore to the public. It's just a matter of  
734 whatever sign we address at the front entranceway, we obviously don't want to be blocking  
735 it and/or the building but so much. But obviously if you want some bushes or shrubbery to  
736 make it a little more attractive, we're not opposed to that in any nature.  
737  
738 Mr. Leabough - Okay. I'm glad you came up to the podium, because that wasn't  
739 the same thing I was hearing from your engineer. So you're willing to plant that area.  
740  
741 Mr. Smith - Yes. We don't mind any shrubbery or plantings to make it more  
742 attractive. But obviously the idea is not to block the building and/or the signage.  
743  
744 Mr. Leabough - No. I don't think that was the intent of staff when they made  
745 that comment on the plan. I think the intent there was to dress up that area. Just like if you  
746 go down the street. Slurry Pavers, they've done a great deal of landscaping in that area.  
747 So something that would complement what they've done. And then it's also the gateway  
748 into the County from city, so we definitely what that area to look nice. So are you willing to  
749 commit to providing some planting—  
750  
751 Mr. Smith - Some form of planting—  
752  
753 Mr. Leabough - —without specifying at this point because you don't know what  
754 type of sign. But you're willing to work with staff.  
755  
756 Mr. Smith - By all means. That's not a problem at all.

757  
758 Mrs. Jones - So when they decide on the sign, will somebody like the  
759 director of Planning or staff or whatever review it?  
760  
761 Mr. Leabough - That would be one of the conditions. So you're willing to allow  
762 staff to review and the director of Planning to approve that?  
763  
764 Mr. Smith - I'm assuming any sign has to be approved through permitting.  
765  
766 Mr. Leabough - But we're approving the landscape plan today.  
767  
768 Mr. Smith - Yes.  
769  
770 Mr. Leabough - So I'm asking you to commit to allowing the director of Planning  
771 to approve whatever you come up with when you decide on a sign.  
772  
773 Mr. Emerson - The landscaping along with the signage. You will have to get a  
774 permit for your signage, but we need your commitment for cooperation on the landscaping.  
775  
776 Mr. Smith - I don't foresee that being an issue at all.  
777  
778 Mr. Leabough - Thank you. I'm glad you're here today, sir.  
779  
780 Mr. Smith - All right. I appreciate it.  
781  
782 Mr. Leabough - Made a difference of thirty days, that's for sure.  
783  
784 Mr. Smith - Thank you.  
785  
786 Mrs. Jones - Okay.  
787  
788 Mr. Leabough - All right. Are there other questions from the Commission? If not  
789 I move that POD2014-00428 and POD2014-00429, Bee Green Recycling, the landscaping  
790 and lighting plan be approved subject to standard conditions for landscape plans with the  
791 condition that the applicant and the owner will work with staff and receive approval from  
792 the director of Planning as it relates to the planting bed along the entrance to the site. I  
793 also move for approval of the lighting plan subject to standard conditions for those as well.  
794  
795 Mrs. Jones - Second.  
796  
797 Mr. Leabough - We have a motion by Mr. Leabough, a second by Mrs. Jones.  
798 All in favor say aye. All opposed say no. The ayes have it; the motion passes.  
799  
800 The Planning Commission approved the landscape and lighting plan for POD2014-00428  
801 and POD2014-00429, Bee Green Recycling, subject to the standard conditions attached  
802 to these minutes for landscape and lightings plans, and the following added condition:

803 6. (ADDED) - Prior to the approval of the sign permit application, the applicant shall  
804 provide the details for planting beds along Nine Mile Road for review and approval by  
805 the Director of Planning.  
806

807 Mr. Emerson - Mr. Chairman, we now move to the consideration for the  
808 approval of your minutes from the November 19, 2014 meeting. You do have an errata  
809 sheet that contains suggested corrections that we received from the Commission prior to  
810 the meeting.  
811

812 APPROVAL OF MINUTES: November 19, 2014  
813

814 Mr. Leabough - All right. Are there any other additions or corrections that need  
815 to be made to the minutes for the meeting?  
816

817 Mrs. Jones - I move approval as corrected.  
818

819 Mr. Archer - And I second.  
820

821 Mr. Leabough - We have a motion by Mrs. Jones, a second by Mr. Archer. All  
822 in favor say aye. All opposed say no. The ayes have it; the motion passes.  
823

824 The Planning Commission approved the November 19, 2014 minutes as corrected.  
825

826 Mr. Archer - Mr. Chairman, before we adjourn, may I have a word?  
827

828 Mr. Leabough - Sure.  
829

830 Mr. Archer - Okay. As you did earlier, I would like to wish the joys of the  
831 season and a happy new year to our staff who supports us so well during the year; we  
832 appreciate it. We sometimes don't act like it, but we do. And also I would like to compliment  
833 Mr. Kaechele and mention that on January 11, 1996, I served my first meeting here. And  
834 the first friendly face I saw was that of Mr. Kaechele.  
835

836 Mr. Kaechele - I remember.  
837

838 Mr. Archer - It's been almost nineteen years ago. So it looks like five years  
839 from now you'll be back in here again.  
840

841 Mr. Kaechele - We'll see about that.  
842

843 Mr. Archer - But in any event, a great holiday season to everybody.  
844

845 Mrs. Jones - I would like to encourage everyone to be very careful on the  
846 roads. The deer are out there.  
847

848 Mr. Archer - Mrs. Jones has killed Rudolph.

849  
850 Mr. Kaechele - Mr. Chairman, the comments that I made earlier to the  
851 Commission also apply to the staff because they do a great job of helping the Commission  
852 and the Board of Supervisors. Thank you for what you're doing. Merry Christmas.

853  
854 Mr. Leabough - One other group that I neglected to thank—and we always  
855 overlook it because we're so comfortable in this environment—are the law enforcement  
856 folks that are here at the door and around the room. We thank you all as well. Without you,  
857 none of this would be possible. So be safe, watch out for the deer on the road, as Mrs.  
858 Jones alluded to, and enjoy time with family and friends.

859  
860 Mr. Secretary, do you have anything else for the Commission?


861  
862 Mr. Emerson - Mr. Chairman, the only thing I'd like to add is merry Christmas  
863 to the Commission. We've thoroughly enjoyed working with all of you this past year and  
864 look forward to a successful 2015.

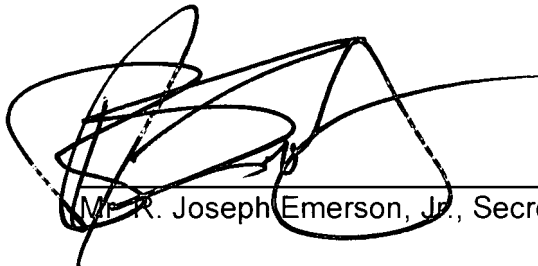
865  
866 Mrs. Jones - Hear, hear.

867  
868 Mr. Leabough - All right. With that, I'll motion for adjournment.

869  
870 Mr. Archer - Second.

871  
872 Mr. Leabough - We are adjourned.

873  
874  
875  
876   
877 Mr. Eric Leabough, Chairman.

878  
879  
880  
881  
882  
883   
884 Mr. R. Joseph Emerson, Jr., Secretary

## PLANS OF DEVELOPMENT

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

1. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water and sewer. **(when the property is served by public utilities)**
- 1A. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water. The well location shall be approved by the County Health Department before a building permit is issued. Connection shall be made to the public water system when available within 300 feet of the site/building. **(when not served by public water)**
- 1B. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public sewer. The septic tank location shall be approved by the County Health Department before a building permit is issued. Connection shall be made to the public sewer when available within 300 feet of the site/building. **(when not served by public sewer)**
2. The Director of the Department of Public Utilities shall approve the plan of development for construction of public water and sewer, prior to beginning any construction of these utilities. The Department of Public Utilities shall be notified at least **48** hours prior to the start of any County water or sewer construction.
3. The parking lot shall be subject to the requirements of Chapter 24, Section 24-98 of the Henrico County Code.
4. The parking spaces shall be marked on the pavement surface with four-inch-wide traffic painted lines. All lane lines and parking lines shall be white in color with the exception that those dividing traffic shall yellow.
5. Sufficient, effectively usable parking shall be provided. If experience indicates the need, additional parking shall be provided.
6. Curb and gutter and necessary storm sewer shall be constructed as shown on approved plans.
7. The plan of development plan shall be revised as annotated on the staff plan dated **December 17, 2014**, which shall be as much a part of this approval as if details were fully described herein. Eight (8) sets of revised plans, including the detailed drainage, erosion control and utility plans, shall be submitted by the design engineer who prepared the plans to the Department of Planning for final review. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final plans for signature shall be submitted to the Department of Planning for approval signatures. Two (2) sets of the approved plan shall be attached to the building permit application. **(Revised January 2008)**
8. Two copies of an Erosion and Sediment Control Agreement with required escrow shall be submitted to the Department of Public Works. Approval is required prior to construction plan approval and beginning construction. The Department of Public Works shall be notified at least 24 hours prior to the start of any construction.
9. A detailed landscaping plan shall be submitted to the Department of Planning for review and approval prior to the issuance of any occupancy permits.



9. **AMENDED** - A detailed landscaping plan shall be submitted to the Department of Planning for review and Planning Commission approval prior to the issuance of any occupancy permits.
10. All groundcover and landscaping shall be properly maintained in a healthy condition at all times. Dead plant materials shall be removed within a reasonable time and replaced no later than the next planting season.
11. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting height details shall be submitted for Department of Planning review and approval.
11. **AMENDED** - Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including depictions of light spread and intensity diagrams, and fixture specifications and mounting height details shall be submitted for Department of Planning review and Planning Commission approval.
- 11B. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting heights details shall be revised as annotated on the staff plan and included with the construction plans for final signature. **(For POD which includes lighting plan approval)**
12. All exterior lighting shall be designed and arranged to direct the light and glare away from nearby residential property and streets.
13. The site, including the parking areas, shall be kept clean of litter and debris on a daily basis. Trash container units/litter receptacles and recycling containers shall be maintained with regular pickups scheduled and shall be screened properly on all four sides. The gate(s) shall remain closed except when the receptacle(s) are being filled or serviced and shall be repaired or replaced as necessary. Details shall be included with the final site plan or required landscape plan for review and approval.
14. Required fire lanes shall be marked and maintained in accordance with the Virginia Statewide Fire Prevention Code.
15. Traffic control signs shall be provided as indicated on the Department of Planning Staff plan. All signs shall be fabricated as shown in The National Manual on Uniform Traffic Control Devices for Streets and Highways and The Virginia Supplement to The Manual on Uniform Traffic Control Devices for Streets and Highways.
16. The assigned property number(s) shall be displayed so it is easily readable from the street. If assistance is needed with the address, please contact the Department of Planning at 501-4284. The Planning Department must assign all property addresses. **(Revised January 2008)**
17. The owner shall have a set of plans approved by the Director of Public Works, Public Utilities and Secretary of the Planning Commission available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
18. The property shall be developed as shown on the plan filed with the case and no changes or additions to the layout shall be made without the approval of this Commission.

19. Upon completion of the improvements and prior to the certification of the permanent occupancy permit, the owner shall furnish a statement by the engineer or land surveyor who prepared the POD plan, to the effect that all construction including water and sewer is in conformance to the regulations and requirements of the POD.
20. The approved Plan of Development is granted by the Planning Commission only to the owners(s)/applicant(s) listed on the Plan of Development application on file for this project. Upon written notification to the Director of Planning, the Plan of Development approval may be transferred to subsequent owner(s) subject to approval by this Commission **(Revised July 2007)**.
21. Vehicles shall be parked only in approved and constructed parking spaces.
22. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
23. The site, including paving, pavement markings, signage, curb and gutter, dumpster screens, walls, fences, lighting and other site improvements shall be properly maintained in good condition at all times. Any necessary repairs shall be made in a timely manner.
24. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
25. Insurance Services Office (ISO) calculations shall be included on the final construction plans for approval by the Department of Public Utilities prior to issuance of a building permit.
26. Any necessary off-site drainage and/or water and sewer easements must be obtained in a form acceptable to the County Attorney prior to final approval of the construction plans.
27. The easements for drainage and utilities as shown on approved plans shall be granted to the County in a form acceptable to the County Attorney prior to any occupancy permits being issued. The easement plats and any other required information shall be submitted to the County Real Property Agent at least sixty (60) days prior to requesting occupancy permits.
28. Deviations from County standards for pavement, curb or curb and gutter design shall be approved by the County Engineer prior to final approval of the construction plans by the Department of Public Works.
29. **(Start of miscellaneous conditions)**

## **STANDARD CONDITIONS FOR LANDSCAPE /LIGHTING/FENCE PLANS**

1. The plan shall be revised as shown in red on Staff plan dated **December 17, 2014**, which shall be as much a part of this approval as if all details were fully described herein. **Five (5)** sets of **prints** of the revised plan shall be submitted to the Department of Planning for approval stamps and distribution.
2. The property shall be developed as shown on the plan filed with the case and no changes or additions to the layout shall be made without the approval of this Commission.
3. The owner shall have a set of approved plans available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
4. All groundcover and landscaping shall be properly maintained in a healthy condition at all times. Dead plant materials shall be removed within a reasonable time and replaced during the normal planting season. **(DELETE IF NO LANDSCAPING)**
5. All exterior lighting shall be shielded to direct lights away from adjacent residential property and streets. **(DELETE IF NO LIGHTING)**
6. All fences, walls, and screens, including gates and doors, shall be maintained in good repair by the owner. Trash and debris should not be allowed to accumulate along the fence or wall. **(DELETE IF NO FENCE, WALL, OR DUMPSTER SCREEN)**

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

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

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

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

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

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

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

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

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

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

**G. STANDARD CONDITIONS FOR CONVENIENCE STORES WITH FUEL PUMPS  
IN A**

**B-2 ZONE**

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

**H. STANDARD CONDITIONS FOR CONVENIENCE STORES WITH FUEL PUMPS  
IN A**

**B-3 ZONE**

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

## **CONDITIONAL SUBDIVISION STANDARD CONDITIONS**

### **Standard Conditions for Conventional Subdivisions Served By Public Utilities Public Water and/or Sewer**

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water. **(Substitute condition 5A if well)**
- 5A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer. **(Substitute condition 6A if on site sewage disposal/septic)**
- 6A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.

7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **December 17, 2014**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **December 16, 2015**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
11. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting a number of requirements including but not limited to minimum zoning requirements, Health Department requirements as applicable, and design considerations.
12. Prior to a request for final approval, the developer shall provide a buildable area plan showing information for all lots within the subdivision. Such plan shall be a part of the construction plans submitted for review and for signature. The buildable area plan shall be a minimum of 1" to 50' scale or larger and shall show the buildable area for the principal structure, all setback dimensions, the minimum lot width (perpendicular to the center line of the lot at the front building line), and if applicable, any Special Flood Hazard Areas (floodplains) and the area of each lot exclusive of floodplain, wetlands, easements, buffers, Chesapeake Bay Act Areas, wells and primary/reserved drainfields.



### **Standard Conditions for Conventional Subdivisions Not Served By Public Utilities**

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage and erosion control plans have been approved by the Department of Planning, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, fifteen (15) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
7. The plat shall be revised as shown in red on Staff plan dated **December 17, 2014**, which shall be as much a part of this approval as if all details were fully described herein.
8. This approval shall expire on **December 16, 2015**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
9. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.

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

### Standard Conditions for Residential Townhouse for Sale (RTH) Subdivisions

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **December 17, 2014**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **December 16, 2015**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.

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

### Standard Conditions for Zero Lot Line Subdivisions

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **December 17, 2014**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **December 16, 2015**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change may be implemented.

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

**Standard Conditions for Conventional Subdivisions Served By Public Utilities**  
**Road Dedication (No Lots)**

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **December 17, 2014**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **December 16, 2015**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.