

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, January 28, 2015.  
4

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

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

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6 **Mrs. Patricia S. O'Bannon, the Board of Supervisors' representative, abstains on**  
7 **all cases unless otherwise noted.**

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9 Mr. Witte - Good morning. Welcome to the Henrico County Planning  
10 Commission Subdivision and Plans of Development meeting for January 2015. I would  
11 ask that you silence or mute your cell phones and then stand for the Pledge of Allegiance  
12 with us.  
13

14 Good morning. Do we have any media in the audience? No, I see none. We have a  
15 quorum, all members present. Mrs. O'Bannon, our Board member is with us. She will  
16 abstain from voting as most of these cases will end up seeing her again.  
17

18 All right. Mr. Secretary?  
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20 Mr. Emerson - Thank you, Mr. Chairman. Next on your agenda are the  
21 requests for deferrals and withdrawals. Those will be presented by Ms. Leslie News.  
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23 Ms. News - Good morning, Mr. Chairman, members of the Commission.  
24 We have three requests for deferrals on your agenda this morning. The first is found on  
25 page 5 of your agenda and is located in the Varina district. This is POD2014-00175, Family  
26 Dollar at 1276 New Market Road. The applicant has requested a deferral to the February  
27 25, 2015 meeting.

28  
29 *(Deferred from the December 17, 2014 Meeting)*

30 **PLAN OF DEVELOPMENT**

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POD2014-00175 Family Dollar at 1276 New Market Road - New Market Road (State Route 5)	<b>Balzer and Associates, Inc. for Felts &amp; Kilpatrick Construction Company, Inc. 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 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. <b>(Varina)</b>
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33 Mr. Witte - Do we have any opposition to POD2014-00175, Family Dollar  
34 at 1276 New Market Road? No.

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36 Mr. Leabough - With there being no opposition to the deferral request, I move  
37 that POD2014-00175, Family Dollar at 1276 New Market Road, be deferred at the  
38 applicant's request to the February 25, 2015 meeting.

39

40 Mr. Branin - Second.

41

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

44

45 At the request of the applicant, the Planning Commission deferred POD2014-00175,  
46 Family Dollar at 1276 New Market Road, to its February 25, 2015 meeting.

47

48 Ms. News - The next item is on page 7 of your agenda and is located in the  
49 Varina district. It's POD2013-00428, Family Dollar at 60 E. Williamsburg Road. The  
50 applicant has requested a deferral to the March 25, 2015 meeting.

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58 (Deferred from the December 17, 2014 Meeting)

59 **PLAN OF DEVELOPMENT**

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POD2013-00428                      **Balzer and Associates, Inc. for Brick House Manner, Family Dollar at 60 E. Williamsburg Road - 60 E. Williamsburg Road (U.S. Route 60)** **LLC 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 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. **(Varina)**

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62 Mr. Witte -                                      Do we have any opposition to the deferral of POD2013-00428,  
63 Family Dollar Store at 60 E. Williamsburg Road?

64

65 Mr. Leabough -                                Being that there's no opposition to the deferral request, I move  
66 that POD2013-00428, Family Dollar Store at 60 E. Williamsburg Road, be deferred to the  
67 March 25, 2015 meeting per the applicant's request.

68

69 Mr. Archer -                                      Second.

70

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

73

74 At the request of the applicant, the Planning Commission deferred POD2013-00428,  
75 Family Dollar Store at 60 E. Williamsburg Road, to its March 15, 2015 meeting.

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77 Ms. News -                                      Next on page 9 of your agenda and located in the Fairfield  
78 district is POD2014-00457, Richmond Petroleum, and the applicant has requested a  
79 deferral to the February 25, 2015 meeting.

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81 **PLAN OF DEVELOPMENT**

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POD2014-00457                      **Parker Design Group, Inc. for Richmond Petroleum Richmond Petroleum – 2301 Mechanicsville Turnpike (U.S. Route 360)** **Marketing, 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 2,877 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)**

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Mr. Witte - Is there anyone in opposition to the deferral of POD2014-00457, Richmond Petroleum? I see none.

Mr. Archer - Mr. Chairman, there being no opposition, I move that POD2014-00457, Richmond Petroleum, be deferred to the February 25 meeting at the applicant's request.

Mrs. Jones - Second.

Mr. Witte - 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.

At the request of the applicant, the Planning Commission deferred POD2014-00457, Richmond Petroleum, to its February 25, 2015 meeting.

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

Mr. Emerson - Mr. Chairman, if the Commission has no deferrals to enter at this time, next on the agenda would be the expedited items. Those will also be presented by Ms. Leslie News.

Ms. News - Sir, we have two requests for expedited approval this morning. The first is on page 3 of your agenda and located in the Three Chopt district. This is a transfer of approval for POD-66-08, West Broad Village Phase III, which includes REI, Homegoods, and common area. Staff recommends approval.

#### TRANSFER OF APPROVAL

POD-66-08 POD2014-00451, POD2014-00452, and POD2014-00453 West Broad Village Phase III (REI, Homegoods, and Common Area) - 2010 and 2020 Old Brick Road	<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 IV, LLC and West Broad Village V, LLC to Excel Trust, LP dba Excel WBV V, LLC. The 3.577-acre site is located on the south line of W. Broad Street (U.S. Route 250) and the north line of Old Brick Road (private), approximately 700 feet east of Gathering Place (private), on parcels 744-760-2973, 744-760-0952, and 744-760-3257. The zoning is UMUC, Urban Mixed Use District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. <b>(Three Chopt)</b>
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Mr. Witte - Is there anyone in opposition to POD-66-08 (POD2014-00451, POD2014-00452, and POD2014-00453), West Broad Village Phase III (REI, Homegoods, and Common Area)? We have none.

117 Mr. Branin - Okay. Mr. Chairman I move that the transfer of approval for  
118 POD-66-08 (POD2014-00451, POD2014-00452, and POD2014-00453), West Broad  
119 Village Phase III (REI, Homegoods, and Common Area), be approved on the expedited  
120 agenda today.

121  
122 Mr. Leabough - Second.

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

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127 The Planning Commission approved the transfer of approval request for POD-66-08  
128 (POD2014-00451, POD2014-00452, and POD2014-00453), West Broad Village Phase III  
129 (REI, Homegoods, and Common Area), from West Broad Village IV, LLC and West Broad  
130 Village V, LLC to Excel Trust, LP dba Excel WBV V, LLC, subject to the standard and  
131 added conditions previously approved.

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133 Ms. News - The final item is on page 4 of your agenda and located in the  
134 Three Chopt district. This is a transfer of approval for POD2012-00225, Chuy's Mexican  
135 Food Restaurant at West Broad Village. Staff recommends approval.

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137 **TRANSFER OF APPROVAL**

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POD2012-00225 **Nathan Hilbig for Excel Trust, LP dba Excel WBV V,**  
POD2014-00456 **LLC:** Request for transfer of approval as required by  
Chuy's Mexican Food Chapter 24, Section 24-106 of the Henrico County Code  
Restaurant at West Broad from West Broad Village V, LLC to Excel Trust, LP dba  
Village - 11229 W. Broad Excel WBV V, LLC. The 0.296-acre site is located on the  
Street (U.S. Route 250) south line of W. Broad Street (U.S. Route 250) and the north  
line of Back Street (private), approximately 300 feet west of  
Gathering Place (private), on parcel 743-761-1500. The  
zoning is UMUC, Urban Mixed Use District (Conditional)  
and WBSO, West Broad Street Overlay District. County  
water and sewer. **(Three Chopt)**

139  
140 Mr. Witte - Do we have any opposition to transfer of approval for  
141 POD2012-00225 (POD2014-00456), Chuy's Mexican Food Restaurant at West Broad  
142 Village? I see none.

143  
144 Mr. Branin - Okay, Mr. Chairman. I'd like to move that transfer of approval  
145 for POD2012-00225 (POD2014-00456), Chuy's Mexican Food Restaurant at West Broad  
146 Village, be approved on the expedited agenda.

147  
148 Mrs. Jones - Second.

149  
150 Mr. Witte - We have a motion by Mr. Branin, a second by Mrs. Jones. All  
151 in favor say aye. All opposed say no. The ayes have it; the motion passes.

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The Planning Commission approved the transfer of approval request for POD2012-00225 (POD2014-00456), Chuy's Mexican Food Restaurant 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 - That completes our expedited agenda.

Mr. Witte - Excuse me. I'd like to mention that Mr. Strong from the media is here. Welcome. Thank you.

Mr. Emerson - Mr. Chairman, next on your agenda are the Subdivision Extensions of Conditional Approval. We have none of those this morning. So we now move into your regular agenda, page 11 for POD2014-00459.

### PLAN OF DEVELOPMENT

POD2014-00459  
Addison at Kings Crossing  
– 10500 Castile Road

**Youngblood, Tyler and Associates for Weinstein Family, LLC and Weinstein Properties:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a three-story, 30-unit apartment building with two freestanding garage buildings. The 1.83-acre site is located on the northwest corner of the intersection of Castile Road and Otlyn Road, on parcel 742-741-5065. The zoning is R-6C, General Residence District (Conditional). County water and sewer. **(Tuckahoe)**

Mr. Witte - Do we have any opposition to POD2014-000459, Addison at Kings Crossing? See none.

Mr. Wilhite - This site is proposed for thirty apartment units, which was the maximum allowed under the rezoning case back in 2014. The site plan is essentially the same as what was provided in the exhibit with the rezoning case, with the one exception - that the freestanding garage building has been moved from the northern part of the parking lot to the western side. This is adjacent to the U.S. Postal Service facility on Patterson Avenue.

The architectural elevations have changed from the exhibit with the rezoning case. The rezoning case included a rendering showing that the building was going to be in line with the section of Kings Crossing 5, which was approved back in 2000 on the south side of Otlyn. The elevations have been upgraded with this project. This site is separated from the rest of Kings Crossing by public roads. Instead of stone being used, it's going to be a combination of horizontal fiber cement siding. Also, shake-style siding as well and stone veneer. These materials are allowed under the proffers of the zoning case.

188 Staff recommends approval. And I'd be happy to answer any questions that you have.

189

190 Mrs. Jones - I have no questions for Mr. Wilhite. We've discussed this case.  
191 I do thank you for clarifying the colors. They came across a little differently in the printed  
192 form than they actually are, so thank you for that.

193

194 Moving the single garage building, I actually prefer where it is. I didn't ever ask you what  
195 the reasoning was behind the move. Was it simply to accommodate the site or do you  
196 know?

197

198 Mr. Wilhite - I would have to have the applicant answer that question for  
199 you.

200

201 Mrs. Jones - Okay. I do think that this is a very well-done single area. It is  
202 not connected to the others, but it is consistent and complementary with the others. I would  
203 expect it will be very well received.

204

205 Thank you, I have no questions for Mr. Wilhite.

206

207 Mr. Leabough - I have just one quick question. You mentioned that this building  
208 is an improvement or an upgrade from what was previously—

209

210 Mr. Wilhite - In staff's opinion, there is more architectural detailing on this  
211 building. And by virtue of the fact that it sits apart from the rest of Kings Crossing, we didn't  
212 see that as a negative.

213

214 Mr. Leabough - So what was previously approved or proposed?

215

216 Mr. Wilhite - The exhibit itself showed horizontal siding with brick on the  
217 facade. But the mass and the building footprint stay the same. It's three stories in  
218 appearance from the parking lot and two stories from the street.

219

220 Mr. Leabough - Was it vinyl or cement? Do you recall?

221

222 Mr. Wilhite - The proffers refer to cement siding.

223

224 Mr. Leabough - Right. Okay. Thank you.

225

226 Mr. Branin - Mr. Wilhite, when was the original Kings Crossing done?

227

228 Mr. Wilhite - Early 1970s. The section closest to Gaskins Road was early  
229 1970s.

230

231 Mr. Branin - Hats off to Tuckahoe district and this apartment developer. I  
232 ride by—I ride through your district all the time and admire it. And they're constantly

233 updating, which you never see with apartment complexes. I mean, they just put a new pool  
234 in, I think, last year.

235

236 Mrs. Jones - There have been significant upgrades to the clubhouse area,  
237 the pool area, all of the streetscapes, a lot of the facades of the buildings, and it's been  
238 phased in over a number of years. It is constant, and it shows in the retention rate for the  
239 residents as well.

240

241 Mr. Branin - Yes. I wish people, other developers of apartment complexes  
242 would take note and do the same. They keep it alive, they keep it fresh. It's good.

243

244 Mrs. Jones - Well I'm sure the applicant's happy to hear your comments, as  
245 am I. Thank you.

246

247 Ms. O'Bannon - One of the things about Kings Crossing that I will point out is a  
248 trend that I've been seeing in following the trends for the area. There is a section in Kings  
249 Crossing that retirees have pretty much chosen. What I've asked them, and what they've  
250 told me, is that they sell their house, and then they move into an apartment rather than a  
251 condo because as they age, they can just call the manager if something breaks. I think  
252 knowing that, the folks at Kings Crossing have sort of—knowing they are going to be there  
253 for a long time, they've taken that into consideration too. People who are there tend to stay  
254 there. But in this case, I was interested that it was retirees. I could go into more detail, but  
255 I thought that was an interesting thing that they use it as a—it's not retirement community,  
256 but they like the fact that they can just call the manager if something's wrong. They pay  
257 their rent. And, okay, I'll throw it in—they also go to Florida for a couple of months in the  
258 winter. But that's why the retirees like it there. It's the same reasons you're talking about.

259

260 Mr. Branin - And they're still in the same area that many of them lived for  
261 years.

262

263 Ms. O'Bannon - Yes. It's a nice area, and good shopping, and grocery stores,  
264 and doctors' offices, and hospitals. Yes.

265

266 Mr. Branin - Great complex.

267

268 Mr. Witte - Mrs. Jones, how would you like to proceed?

269

270 Mrs. Jones - The applicant? Can someone come down for a second?

271

272 Mr. Werner - Adam Werner from Youngblood, Tyler and Associates,  
273 representing Weinstein Properties.

274

275 Mrs. Jones - Hi there, Mr. Werner. How are you this morning?

276

277 Mr. Werner - Good. How are you all doing?

278



279 Mrs. Jones - Good. Just talk to me about the move of the garage building  
280 for a second.

281  
282 Mr. Werner - Yes. That was based on setbacks. We were within the rear  
283 yard setback where we had it proposed before, the parking for the northwest there. That  
284 actually encroaches into the setback. And we had to pull the garage into the side yard.

285  
286 Mrs. Jones - I just had forgotten to ask that question, and wanted to make  
287 sure I did. I do think that one of the least attractive properties along Patterson Avenue is  
288 the United States Post Office. Therefore, anything we can do to provide a little help is a  
289 good thing. Anyhow, thank you very much.

290  
291 Mr. Werner - Thank you.

292  
293 Mrs. Jones - All right. Anything else? Okay. With that, I would like to make  
294 a motion for approval of POD2014-000459, Addison at Kings Crossing, which is subject  
295 to the annotations on the plans, and the standard conditions for developments of this type,  
296 and the additional conditions 29 through 35.

297  
298 Mr. Archer - Second.

299  
300 Mr. Witte - We have a motion by Mrs. Jones, second by Mr. Archer. All in  
301 favor say aye. All opposed say no. The ayes have it; the motion passes.

302  
303 The Planning Commission approved POD2014-000459, Addison at Kings Crossing,  
304 subject to the annotations on the plans, the standard conditions attached to these minutes  
305 for developments of this type, and the following additional conditions:

- 306  
307 29. The unit house numbers shall be visible from the parking areas and drives.  
308 30. The names of streets, drives, courts and parking areas shall be approved by the  
309 Richmond Regional Planning District Commission and such names shall be included  
310 on the construction plans prior to their approval. The standard street name signs shall  
311 be installed prior to any occupancy permit approval.  
312 31. A concrete sidewalk meeting County standards shall be provided along the north  
313 side of Castile Road and the west side of Otlyn Road.  
314 32. Outside storage shall not be permitted.  
315 33. The proffers approved as a part of zoning case REZ2014-00038 shall be  
316 incorporated in this approval.  
317 34. The location of all existing and proposed utility and mechanical equipment  
318 (including HVAC units, electric meters, junction and accessory boxes, transformers,  
319 and generators) shall be identified on the landscape plans. All equipment shall be  
320 screened by such measures as determined appropriate by the Director of Planning  
321 or the Planning Commission at the time of plan approval.  
322 35. Except for junction boxes, meters, and existing overhead utility lines, and for  
323 technical or environmental reasons, all utility lines shall be underground.

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## PLAN OF DEVELOPMENT

POD2014-00526  
University Park – Phase 2  
– Building 2 – Memory  
Care – 9600 Malborough  
Terrace

**Willmark Engineering, PLC for University Park RE Investors, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct Building 2 of Phase 2 of the University Park Life Care Facility. Building 2 consists of a one-story 40,883 square foot building containing 64 memory care units and accessory community space. The proposed building would replace a previously authorized but unconstructed four-story, 80 unit independent living building shown on the University Park Life Care Facility Master Plan. The 3.67-acre site is located on part of the 34.41-acre University Park property, located on the east line of Pemberton Road (State Route 157), south of Interstate 64, on parcels 753-754-1408 and part of parcel 752-754-7933. The zoning is R-6C, General Residence District (Conditional). County water and sewer. **(Three Chopt)**

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Mr. Witte - Is there any opposition to POD2014-00526, University Park – Phase 2 - Building 2 - Memory Care? I see none. Mr. Kennedy.

Mr. Kennedy - Good morning, Commissioners.

As Mr. Emerson indicated, this would be a revision in one location to the original University Park Master Plan. They're requesting approval of building 2 of phase 2. Phase 1 was an assisted building. Phase 2, building 1, was building 1A, which was independent living apartments here.

The Life Care facility would continue to authorize three future buildings — building 1B, building 3, and building 4. Building 2 was actually being substituted by this building, which is now proposed for the one-story memory care facility.

The University Park Master Plan also provides for an existing nursing home, a 194-bed nursing home that was built previously, as well as two independent living homes. The existing assisted living facility is 104 beds here. Building 1A is a 124-unit apartment building with independent living, as well as a large common area.

The Life Care facility is permitted to have a maximum density of 30 units per acre. The master plan referenced in zoning case C-42C-06 provided for a maximum of 761 units. The University Master Plan now has been revised to accommodate this plan which will reduce the number of units approved to 751 as opposed to 761, with a maximum density at this point of 15.42 units per acre.

353 The proposed memory care building has a large central core of common area in this area  
354 here. That common area has four restaurant/dining areas, a courtyard dining area, a café,  
355 a general store, movie theater, a library, and some conference room space. So it's really  
356 a whole community right in that one building.

357  
358 In addition, common areas are spread out through the building among living areas and  
359 arts and craft areas, and activities areas.

360  
361 This is the memory care building itself, the layout. In addition to the perimeter buffer, which  
362 is required along the Westbriar subdivision, they will maintain a large natural area here.  
363 There are actually some wetlands there. This will buffer the building from Westbriar. Since  
364 this is now a one-story building as opposed to a four-story building, it is significantly lower  
365 in height.

366  
367 The proposed building has similar architecture to the previously approved independent  
368 living units. The side that's facing Westbriar is this side here. It is remarkably similar to  
369 those units. The single-family units and the townhouses look like this, too, and they have  
370 garages with that that closely resemble what was proposed previously.

371  
372 The proposed plan of development satisfies all proffers, as well as all code requirements  
373 for life care facilities. Staff recommends approval of the plan subject to annotations on this  
374 plan, the standard conditions for developments of this type and the following additional  
375 conditions 20 through 34.

376  
377 If you have any questions, I'd be happy to answer them.

378  
379 Mr. Branin - None. I have a comment to make. The reason why we wanted  
380 you to definitely hear this is because it is a change from what we originally approved. It's  
381 a downgrade in height. The quality is still there. They're met all the criteria. It's just the  
382 change of height of the building, basically. This is a different use. And I have no questions  
383 with it or with the applicant. But it was important for you guys to hear why the change—or  
384 what the change is.

385  
386 Mr. Witte - Any questions? How would you like to proceed, sir?

387  
388 Mr. Branin - Mr. Chairman, I'd like to move that POD2014-00526,  
389 University Park – Phase 2, Building 2, Memory Care, be approved subject to the  
390 annotations on the plan, standard conditions for a development of this type, and the  
391 following additional conditions 29, 30, 31, 32, 33, and 34.

392  
393 Mrs. Jones - Second.

394  
395 Mr. Witte - We have a motion by Mr. Branin, a second by Mrs. Jones. All  
396 in favor say aye. All opposed say no. The ayes have it; the motion passes.

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398 The Planning Commission approved POD2014-00526, University Park – Phase 2,  
399 Building 2, Memory Care, subject to the annotations on the plans, the standard conditions  
400 attached to these minutes for developments of this type, and the following additional  
401 conditions:

- 402
- 403 29. The unit house numbers shall be visible from the parking areas and drives.
- 404 30. The names of streets, drives, courts and parking areas shall be approved by the  
405 Richmond Regional Planning District Commission and such names shall be included  
406 on the construction plans prior to their approval. The standard street name signs shall  
407 be installed prior to any occupancy permit approval.
- 408 31. The proffers approved as a part of zoning cases C-42C-06, C-17C-11, and P-15-  
409 06 shall be incorporated in this approval.
- 410 32. The conceptual master plan, as submitted with this application, is for planning and  
411 information purposes only.
- 412 33. The location of all existing and proposed utility and mechanical equipment  
413 (including HVAC units, electric meters, junctions and accessory boxes,  
414 transformers, and generators) shall be identified on the landscape plan. All building  
415 mounted equipment shall be painted to match the building, and all equipment shall  
416 be screened by such measures as determined appropriate by the Director of  
417 Planning or the Planning Commission at the time of plan approval.
- 418 34. Except for junction boxes, meters, and existing overhead utility lines, and for  
419 technical or environmental reasons, all utility lines shall be underground.

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#### LANDSCAPE PLAN

POD2014-00500  
Dollar General at 202 E.  
Williamsburg Road (U.S.  
Route 60)

**Highmark Engineering, LLC for Par 3 Development Group, LLC:** Request for approval of a landscape plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County Code. The 1.58-acre site is located on the north line of E. Williamsburg Road (U.S. Route 60), approximately 250 feet east of N. Raines Avenue, on parcel 828-715-5292. The zoning is B-1, Business District, and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

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424  
425  
426  
427  
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429  
430  
431  
432  
433

Mr. Witte - Is there any opposition to POD2014-00500, Dollar General at 202 E. Williamsburg Road? I see none. Ms. Crady.

Ms. Crady - Good morning. The proposed Dollar General at 202 East Williamsburg in Sandston is currently under construction. The brick building is going to be supplemented with landscaping to meet transitional buffer and zoning requirements for interior and perimeter landscaping with the preservation of existing mature tree canopy within the environmental protection areas in the rear here, as well as a swath of trees in the front.

434 And I am looking at the wrong Dollar General. I am so sorry about that. There we go. It's  
435 like it got bigger all of a sudden. There it is.

436  
437 Okay. So the northwest part of the property here, this is the wetlands. So that's all  
438 preserved. And then there's a group of trees in the front here that is going to be coordinated  
439 with these front plantings here along the right of way.

440  
441 Parking lot areas contain a perimeter hedge row, especially along the right of way to block  
442 those headlight views. In the back, there is a vinyl eight-foot fence that was previously  
443 approved with the plan of development. And that will be supplemented with native tree  
444 species along that perimeter. There are some red buds, some maples, and some  
445 American hollies proposed.

446  
447 Staff recommends approval subject to the standard conditions for landscape plans. The  
448 applicant's representative, David DeCou with Highmark Engineering is here to answer any  
449 questions you may have of the applicant. And I'm happy to answer any questions that the  
450 Commission may have of staff.

451  
452 Mr. Witte - Any questions?

453  
454 Mr. Leabough - One quick question. Ms. Crady, this landscape as proposed  
455 meets the conditions for landscape plans and buffers.

456  
457 Ms. Crady - Yes. It meets the minimum, and that's on top of the tree save.

458  
459 Mr. Leabough - So it meets and exceeds.

460  
461 Ms. Crady - Meets and exceeds.

462  
463 Mr. Leabough - Okay. Thank you. If there are no other questions, which I don't  
464 believe there are, I move for approval of POD2014-00500, Dollar General at 202 E.  
465 Williamsburg Road, subject to standard conditions for landscape plans and annotations  
466 on the plans as noted.

467  
468 Mrs. Jones - Second.

469  
470 Mr. Witte - We have a motion by Mr. Leabough, a second by Mrs. Jones.  
471 All in favor say aye. All opposed say no. The ayes have it; the motion passes.

472  
473 The Planning Commission approved the landscape plan for POD2014-00500, Dollar  
474 General at 202 E. Williamsburg Road, subject to the standard conditions attached to these  
475 minutes for landscape plans.

476  
477  
478  
479

480 **LANDSCAPE PLAN**

481

POD2014-00480  
Dollar General at 2536  
New Market Road (State  
Route 5)

**Highmark Engineering, LLC for Par 3 Development Group, LLC:** Request for approval of a landscape plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County Code. The 1.88-acre site is located at the northwest corner of the intersection of New Market Road (State Route 5) and Gregg Road, on parcel 815-688-4303. The zoning is B-1C, Business District (Conditional), and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

482

483 Mr. Witte - Is there any opposition POD2014-00480, Dollar General at  
484 2536 New Market Road? We have one. All right, thank you, sir.

485

486 Mr. Ward - Good morning, Commission, Mr. Secretary.

487

488 This landscape plan before you complies with the proffers associated with zoning case  
489 REZ2013-00022, as well as the plan of development that was approved by the Planning  
490 Commission on June 25, 2014.

491

492 A 25-foot transitional buffer that is fifteen feet in width will be planted along the northern  
493 property line here with Leyland Cypress, as well as shrubs to fill in any spaces. Also, a  
494 ten-foot transitional buffer will be planted along Gregg Road and along New Market Road.  
495 The entire parking lot perimeter, as you can see here, will be planted with a continuous  
496 hedge row of Dwarf Burford Hollies that continue to wrap around through the back and  
497 side of the dumpster enclosure area. Additionally, the proposed Zelkovas and Crapemyrtle  
498 trees throughout the interior of the parking lot and the mature evergreen trees along the  
499 western property line, as well as some deciduous trees retained on the side exceed the  
500 interior green space as well the tree-cover requirements.

501

502 Staff can recommend approval subject to the standard conditions for landscape plans. We  
503 do have Randy Welch with Varina Beautification, who would like to add some comments  
504 on the case, as well as David DeCou with Highmark Engineering. And I'm happy to answer  
505 any questions if you have any of me.

506

507 Mr. Leabough - Mr. Ward, so this plan, as presented in the agenda meets and  
508 exceeds the requirements for landscape plans and buffer?

509

510 Mr. Ward - Yes sir.

511

512 Mr. Leabough - Okay. All right. Thank you. I'd like to hear from the opposition  
513 first, please. Mr. Secretary, would you read the guidelines, please?

514

515 Mr. Emerson - Yes sir, Mr. Chairman. The Commission does have rules and  
516 guidelines, regulations governing their public hearings, and they are as follows: The

517 applicant is allowed ten minutes to present the request, and time may be reserved for  
518 responses to testimony. Opposition is allowed ten minutes to present its concerns, and  
519 that is a cumulative ten minutes. Commission questions do not count into the time limits.  
520 The Commission may waive the limits for either party at its discretion. Comments must be  
521 directly related to the case under consideration.

522  
523 Mr. Leabough - Thank you, sir. State your name, please.

524  
525 Mr. Welch - Randy Welch.

526  
527 Mr. Leabough - Mr. Welch.

528  
529 Mr. Welch - Thank you very much. I won't take ten minutes or anywhere  
530 close to that. This is the first time I've seen that drawing, and I think that's one of our  
531 considerations in the fact we got a notice that there would be hearing, but we have not  
532 been contacted as a group to have any input on this. I'm the guy that's got the target on  
533 him, that has to report that we said something about this.

534  
535 The concern I see—and I think that our members would see, and I think the community  
536 would see—is that we really don't want the minimums. I don't know that it exceeds the  
537 minimums. I think there's a definition there that maybe needs to be clarified. We would like  
538 to see—just on my point of view and I'm sure everybody agrees with me in the Varina area  
539 and maybe some in the room here—instead of just a straight line of shrubs, we stagger  
540 those a little bit. Enhance that curb appeal somewhat. And that doesn't take a lot of extra  
541 work. I think it will provide a better project. I don't know what the cost of a shrub might be,  
542 but if it's twenty-five dollars installed, then your additional x-times twenty-five. You know,  
543 it's not like we're tripling the cost of the whole project or anything like that.

544  
545 And that's what it boils down to. A few simple things. I'd like to see what the landscape  
546 designer in the County would agree with on there. But basically enhancing the concept of  
547 a wider buffer and just adding a few more shrubs to make that happen.

548  
549 So, thank you.

550  
551 Mr. Leabough - Let me make sure I understand. So your concern relates to  
552 staggering the hedgerow around the parking perimeter, and then enhancing the plantings  
553 along I would presume Route 5. And then you're saying increasing the buffer potentially?

554  
555 Mr. Welch - No. The buffer is already there. But if you stagger the plants,  
556 then your mulch area might be 50 percent area. But I think that if you look at it, it become  
557 a more appealing set of shrubbery than just a row of shrubs.

558  
559 Mr. Leabough - Okay. Thank you.

560  
561 Mrs. Jones - May I ask something? I'd like to ask a question before he  
562 leaves the podium. Mr. Welch, you represent the Varina Beautification Committee?

563  
564 Mr. Welch - Yes ma'am.  
565  
566 Mrs. Jones - Just so that I have a better feel for this, how do you all arrive  
567 at what it is that you want to see? Do you have a meeting and discuss these plans?  
568  
569 Mr. Welch - Well, we have not seen the plans to be able to have a meeting.  
570  
571 Mrs. Jones - Okay. So are you in conversation with the membership of the  
572 committee as far as what needs to be presented? I'm just curious as to your process.  
573  
574 Mr. Welch - Well, Mr. Leabough could probably chip in as much as I can.  
575 When we have a project and discuss, we meet with Mr. Leabough several times or  
576 whatever group, with the engineer and with the designer. And we've met with this project  
577 quite a few times, and I think helped it along. But we have to have something to look at.  
578  
579 Mr. Leabough - I can't speak to your processes, Varina Beautification, but I can  
580 say that I did have a conversation with Dr. Nelson—  
581  
582 Mr. Welch - Okay.  
583  
584 Mr. Leabough - —about it. He mentioned nothing to me about concerns.  
585 Actually, he complimented the store. So this is the first that I'm hearing that there are  
586 concerns from Varina Beautification. So to Mrs. Jones' point, did you all meet and take a  
587 vote or is this—  
588  
589 Mr. Welch - This is the first time we've seen it. I got an e-mail that was  
590 circulated through the group saying can anybody come and represent Varina  
591 Beautification today at this meeting.  
592  
593 Mr. Leabough - So the comment related to the staggering of the shrubs are  
594 your suggestions.  
595  
596 Mr. Welch - Yes.  
597  
598 Mr. Leabough - Not the suggestions of the group.  
599  
600 Mr. Welch - Right, because they're not here.  
601  
602 Mr. Leabough - Okay. All right.  
603  
604 Mr. Welch - But I represent that group, so.  
605  
606 Mr. Leabough - But you all have not had a conversation about this.  
607  
608 Mr. Welch - We have not had the chance to do that.



609  
610 Mr. Leabough - Okay. Thank you.  
611  
612 Mr. Welch - Sure.  
613  
614 Mr. Leabough - Could the applicant please come forward and address some of  
615 the concerns—or questions, I should say, that were raised by Mr. Welch?  
616  
617 Mr. DeCou - Good morning. My name is David DeCou. I'm with Highmark  
618 Engineering, and I represent the applicant, which is Par 3 Development.  
619  
620 We prepared this landscape plan based on the conditions of the zoning case, which  
621 required additional landscaping along the parking areas and so forth. It also meets the  
622 County standards; in some cases it exceeds it. We support staff's recommendation for  
623 approval.  
624  
625 Mr. Leabough - Let me ask this question. He mentioned—Mr. Welch wanted to  
626 know why you all chose to locate the shrubs in a row around the parking perimeter. Can  
627 you speak to that?  
628  
629 Mr. DeCou - That is something that we had worked out with the Planning  
630 Department. We originally staggered some shrubs in the back. The quantities have always  
631 remained the same. I don't think the applicant is concerned whether they're staggered or  
632 not, but the quantities we have shown we arrived at based on the requirements of the  
633 zoning case and County standards.  
634  
635 Mr. Leabough - I know a previous part of that, and staff can correct me if I'm  
636 wrong. But part of the intent there is to screen the headlights from shining across Route  
637 5? So staggering that probably would reduce some of the effectiveness, I would think.  
638  
639 Mr. DeCou - If you keep the number of plantings the same, yes, it would  
640 reduce it. If you increase it by staggering it, well then obviously it would make it thicker.  
641 But currently, we meet the standard, so.  
642  
643 Mr. Leabough - Okay. Can you speak to where you exceed the minimum  
644 requirements?  
645  
646 Mr. DeCou - The overall canopy calculation exceeds the minimum. The  
647 shrubs around the parking lot exceed the minimum, but they were required as part of the  
648 zoning case. Other than that, we have some existing plantings along Gregg Road, some  
649 existing Crapemyrtles and shrubs there, which exceed the minimum standards. Other than  
650 that, we essentially aim to achieve the minimum standards of the County.  
651  
652 Mr. Leabough - Okay. All right. Are there other questions from the  
653 Commission?  
654

655 Mr. Witte - Any other questions? How would you like to proceed?  
656

657 Mr. Leabough - I don't think I have any further questions. I think we do need to  
658 defer this case until the next meeting just to make sure that we have an opportunity to  
659 connect with the community, specifically Varina Beautification, to give you all time. I'm not  
660 sure that much will change between now and that meeting, just to be honest. But maybe  
661 there are certain small improvements that the applicant could make. So with that, I move  
662 that POD2014-00480, Dollar General at 2536 New Market Road, be deferred to the  
663 February 25, 2015 meeting at the Commission's request.  
664

665 Mr. Branin - I'll second that.  
666

667 Mr. Witte - We have a motion by Mr. Leabough, second by Mr. Branin. All  
668 in favor say aye. All opposed say no. The ayes have it; the motion passes.  
669

670 At the request of the Commission, the Planning Commission deferred POD2014-00480,  
671 Dollar General at 2536 New Market Road, to its February 25, 2015 meeting.  
672

#### 673 **LANDSCAPE AND LIGHTING PLAN** 674

POD2014-00523 and  
POD2014-00524  
Libbie Mill – Phase 1A  
(Formerly Staples Mill  
Centre – Phase 1A) Lake  
– 4900 Libbie Mill East  
Boulevard

**Cite Design for Midtown Land Partners, LLC, Arch  
Creek Venture, LLLP, and GGC Associates, 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 four-acre site is  
located at the western terminus of Libbie Mill East  
Boulevard (private), between Libbie Lake East Street  
(private) and Libbie Lake West Street (private), on part of  
the 85-acre Libbie Mill urban mixed use property located  
along the west line of Staples Mill Road (U.S. Route 33),  
south of Bethlehem Road, on part of parcel 773-740-5043.  
The zoning is UMUC, Urban Mixed Use District  
(Conditional). County water and sewer. **(Brookland)**

675  
676 Mr. Leabough - Is there anyone in opposition to POD2014-00523 and  
677 POD2014-00524 Libbie Mill – Phase 1A (formerly Staples Mill Centre – Phase 1A)? No  
678 opposition.  
679

680 Mr. Kennedy - Good morning again.  
681

682 Gumenick Properties, the developer of Libbie Mill, requests approval of a landscape and  
683 lighting plan for the area surrounding Libbie Mill lake, the central design feature for the  
684 Libbie Mill urban mixed-use development. The lake is also a prominent visual feature for  
685 the Libbie Mill Library, which is located here.  
686

687 In addition to the children's reading garden, which is located in this area here, which is  
688 landscaped with the County plan, there is a formal landscape area which includes a brick  
689 promenade, a stone dust trail and an outdoor amphitheater. Let me show you a cross-  
690 section of the lake. So what you have here is the library here, the reading garden, the  
691 promenade. It kind of slopes down as a grass area here with a gravel path. And then you  
692 have this amphitheater, which is on the lake here.

693

694 The edge of the lake itself in this area here is actually divided by rocks. They've used  
695 boulders that will be collected during the construction of the site. The boulder line is  
696 intended to help control public access to the lake so kids can't run down this slope and run  
697 into the lake. It will also discourage ducks and geese from accessing the lake at that point.  
698 The rocks will keep ducklings and goslings from actually getting up on the ground, so it  
699 actually prohibits nesting in that area, which is very positive.

700

701 The amphitheater itself will permit small public performances. And then it's been designed  
702 to allow people to kind of hang out along the lake and to fish and just kind of sit and  
703 appreciate the lake and the fountains. There is actually a safety bench along the lake. It's  
704 ten feet wide.

705

706 The lake itself will also have two fountains. Direct access to the east side of the lake is  
707 provided from Lake East Street and Libbie Mill Boulevard here. A brick plaza features a  
708 stone fountain here, an information kiosk at this location, tables and chairs and two  
709 pavilions. The kiosk will be primarily for storage for tables and chairs. It will also provide  
710 information on events in the area, as well as rules and regulations.

711

712 The two swing pavilions on the patio here are intended to have a festive atmosphere so  
713 people can use it as a park as well as just passive recreation. There is a large deck wall  
714 in front of the lake. That deck is elevated over the lake about seven feet. It runs the length  
715 of this side of the park here. The stairs are full width. They are intended to function like  
716 bleachers when they have events there, so it's kind of multipurpose. The stone veneer  
717 wall here will prevent access underneath the deck, so you won't have people trying to get  
718 underneath the deck and playing there.

719

720 A meandering path runs around the north side of the lake to another brick promenade here  
721 that's eighteen feet wide. The meandering path will have more informal landscaping,  
722 bollard lighting. It's intended to be a filler until they develop buildings on this side. A brick  
723 promenade will continue on the south side of the lake here. This will not be constructed at  
724 this time. It's being held off until they build a building there.

725

726 As I indicated, the brick promenade here and the sidewalk areas on the two sides, east  
727 and west sides, will have lighting provided by decorative street light poles. But the path  
728 itself will be lit with bollards. It's separation between public access and the park. There will  
729 also be some fancy lighting along the deck and park areas.

730

731 The developer has agreed to provide appropriate safety features and security features and  
732 address security concerns that the police may have. Planning staff believes that the

733 proposed landscape plan and related hardscape improvements are well designed and are  
734 both consistent with the Libbie Mill guidelines and reflective of the high quality of  
735 development that we anticipate in this area.

736

737 With that, staff can recommend approval.

738

739 Mr. Witte - Any questions for Mr. Kennedy?

740

741 Mrs. Jones - This is a beautiful, beautiful project. I'm sure it will be. I just had  
742 a couple of quick questions. It's amazing what we have to do to keep people and ducks  
743 from doing things, I guess. When you talked about the amphitheater, right directly in front  
744 of the library with the circular terraces, if there are events—if what I'm hearing is correct,  
745 if there are events, musical or whatever, would they be over on the decking area as  
746 opposed to out in front of the library? Or how is that envisioned, do you know?

747

748 Mr. Kennedy - I'm not really sure if they've come up with a program for use of  
749 the park. They're trying for a lot of opportunities. Small gatherings are going to appear in  
750 the amphitheater, smaller functions. But it also accommodates larger functions and larger  
751 events on the deck and the plaza. So they've tried to accommodate all types of events.  
752 They had kind of a group meeting with various people in the community to try to come up  
753 with ideas to how to make it an exciting park. This area here is intended to be more small  
754 related. The boulders are set to kind of create little living rooms so people can meet in  
755 small spaces, as opposed to having a big wide-open field which feels uncomfortable. They  
756 feel that it's very family oriented, and we're really excited about the concept plan.

757

758 Mrs. Jones - Thank you.

759

760 Ms. O'Bannon - I have one question. Where does the water come from and  
761 where does it go to from this pond or lake?

762

763 Mr. Kennedy - This is the central BMP for the entire site. All the drainage  
764 comes to this. There's actually an outfall pipe that's located underneath the deck.

765

766 Ms. O'Bannon - Is this a style of BMP that we could use in other locations?

767

768 Mr. Emerson - We do. West Broad Village has a large BMP.

769

770 Mr. Branin - With any stormwater management pond, BMP, as long as the  
771 volume is accounted for, you can use it in any manner. You can tier it, you can deck it, you  
772 can do whatever you want. It's all about the volume and the outfall.

773

774 Ms. O'Bannon - It's just some of the rules have been changed recently for  
775 BMPs. I like it, I really like it, but that's why I was asking. I know they changed some of  
776 their regulations.

777

778 Mr. Kennedy - There is a creek on the south of the property.

779  
780 Mr. Branin - Most of the regs that have changed with BMPs are  
781 pretreatment before, duration of storage, and volume size, nothing on uses.  
782  
783 Ms. O'Bannon - Okay.  
784  
785 Mr. Branin - I know in West Broad Village they refer to it as waterfront  
786 properties along—which I think is absolutely fantastic. You put in an aerator, that's not  
787 called an aerator, it's now a fountain—and it's waterfront property.  
788  
789 Ms. O'Bannon - I had a nice long chat with an EPA attorney on Tuesday, so I  
790 was just wondering.  
791  
792 Mr. Emerson - I think the use as an amenity is still allowed. As Mr. Branin said,  
793 it's the pretreatment, duration that it has to be contained, things of that nature more so  
794 than how you amenitize the area surrounding one. It's very nice.  
795  
796 Mr. Witte - Mr. Kennedy, for an area that large with that much water, how  
797 large is the outfall pipe that's going to be under the decking?  
798  
799 Mr. Kennedy - Sixty inches.  
800  
801 Mr. Witte - Sixty inches? Five feet.  
802  
803 Mr. Kennedy - Five feet, yes.  
804  
805 Mr. Witte - Okay, that shouldn't get clogged up too easily.  
806  
807 Mr. Kennedy - That's part of the reason for having the deck so high.  
808  
809 Mr. Witte - Any other questions for Mr. Kennedy? Are there any questions  
810 for the applicant? Seeing none, all right, let's see. I move approval of the lighting and  
811 landscape plan POD2014-00523 and POD2014-00524 Libbie Mill – Phase 1A (formerly  
812 Staples Mill Centre – Phase 1A), as presented subject to the annotations on the plans and  
813 the standard conditions applicable to these plans.  
814  
815 Mr. Leabough - Second.  
816  
817 Mr. Witte - We have a motion by Mr. Witte, a second by Mr. Leabough. All  
818 in favor say aye. All opposed say no. The ayes have it; the motion passes.  
819  
820 The Planning Commission approved the landscape and lighting plan POD2014-00523 and  
821 POD2014-00524 Libbie Mill – Phase 1A (formerly Staples Mill Centre – Phase 1A), subject  
822 to the standard conditions attached to these minutes for landscape and lighting plans.  
823

824 Mr. Emerson - Mr. Chairman, the next item on your agenda this morning  
825 would be consideration of the approval of your minutes from your December 17, 2014  
826 meeting. We do have an errata sheet with comments that we received prior to the meeting  
827 that should have been at your seat this morning. Other than that, if you have any other  
828 corrections that need to be brought forward, we certainly will note those.

829  
830 APPROVAL OF MINUTES: December 17, 2014 Minutes

831  
832 Mr. Witte - Are there any other corrections?

833  
834 Mrs. Jones - I move approval of the minutes as corrected.

835  
836 Mr. Branin - Second.

837  
838 Mr. Witte - We have a motion by Mrs. Jones, a second by Mr. Branin. All  
839 in favor say aye. All opposed say no. The ayes have it; the motion passes.

840  
841 The Planning Commission approved the December 17, 2014 minutes as corrected.

842  
843 Mr. Emerson - Mr. Chairman, I have nothing further for the Commission this  
844 morning.

845  
846 Mr. Leabough - All right. I just have one correction to the agenda. May I make  
847 that correction?

848  
849 Mr. Witte - Absolutely.

850  
851 Mr. Leabough - I'm noted as the chairperson as well as Bob. I happily turned  
852 the reins over to Bob last week.

853  
854 Mr. Emerson - Yes you did. The agenda or on the front?

855  
856 Mr. Leabough - The agenda itself, yes, on the front. It notes both of us as  
857 chairperson.

858  
859 Mr. Witte - I see that.

860  
861 Mr. Emerson - It sure does.

862  
863 Mr. Leabough - Just a typo.

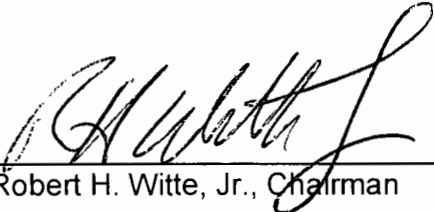
864  
865 Mr. Witte - You're still sharing responsibility.

866  
867 Mr. Leabough - You take it all, my friend.

868

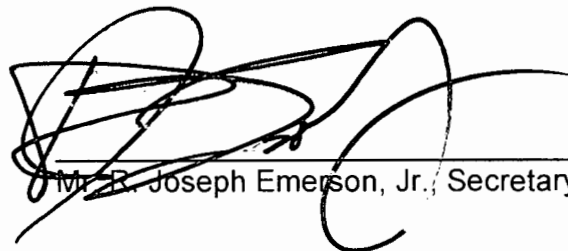
869 Ms. O'Bannon - Mr. Chairman, I just want to make one comment. I know we  
870 have new microphones. I had requested these because they're longer and they're very  
871 close to your face. The only comment I want to make is that in listening to the meetings on  
872 the new DVDs, you can hear whispering, and you can tell exactly what people are saying.  
873 They are very sensitive. So if you want to have a side conversation, turn off your—  
874  
875 Mr. Emerson - Get up and leave the room?  
876  
877 Ms. O'Bannon - Be very careful because it does pick it up on the tape.  
878  
879 Mr. Witte - Thank you, ma'am.  
880  
881 Ms. O'Bannon - That's all I wanted to say.  
882  
883 Mr. Witte - Any other business? I motion to adjourn.  
884  
885 Mr. Archer - Second, Mr. Chairman.  
886  
887 Mr. Witte - Meeting adjourned. Thank you.  
888

889  
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904



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Mr. Robert H. Witte, Jr., Chairman



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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 **January 28, 2015**, 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 **DATE OF PC MEETING**, 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 **January 28, 2015**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **January 27, 2016**, 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 **January 28, 2015**, which shall be as much a part of this approval as if all details were fully described herein.
8. This approval shall expire on **January 27, 2016**, 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 **January 28, 2015**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **January 27, 2016**, 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 **January 28, 2015**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **January 27, 2016**, 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 **January 28, 2015**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **January 27, 2016**, 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.