

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 23, 2019.  
4

Members Present: Mr. Gregory R. Baka, Chairperson (Tuckahoe)  
Mr. C. W. Archer, C.P.C., Vice-Chairperson (Fairfield)  
Mr. William M. Mackey, Jr. (Varina)  
Mrs. Melissa L. Thornton (Three Chopt)  
Mr. Robert H. Witte, Jr. (Brookland)  
Mr. R. Joseph Emerson, Jr., AICP, Director of Planning,  
Secretary  
Mr. Frank J. Thornton, Board of Supervisors' Representative

Others Present: Ms. Jean Moore, Assistant Director of Planning  
Ms. Leslie A. News, PLA, Senior Principal Planner  
Mr. Michael F. Kennedy, County Planner  
Mr. Tony Greulich, C.P.C., County Planner  
Ms. Christina L. Goggin, AICP, County Planner  
Ms. Aimee B. Crady, AICP, County Planner  
Ms. Kate B. McMillion, County Planner  
Mr. Salim Chishti, ASLA, County Planner  
Mr. Spencer Norman, County Planner  
Mr. Robert Peterman, GIS Specialist  
Ms. Edith Golden, GIS Specialist  
Mr. Gary DuVall, Assistant Traffic Engineer  
Mr. John Graves, Environmental Review Engineer  
Mr. William Moffett, Police  
Ms. Melissa Ferrante, Office Assistant / Recording Secretary

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6  
7 **Mr. Frank J. Thornton, the Board of Supervisors' representative, abstains on all**  
8 **cases unless otherwise noted.**  
9

10 Mr. Baka - Good morning and welcome. I call this meeting of the Henrico  
11 County Planning Commission to order. This is our plans of development meeting for  
12 January 23, 2019. At this time, I ask that you take a moment to silence your cell phones.  
13 And as you do, please stand with the Commission for the Pledge of Allegiance.  
14

15 Do we have anyone in the audience this morning with the news media? Okay. We do  
16 have Mr. Frank Thornton, our representative from the Board of Supervisors who is sitting  
17 with the Planning Commission this year in 2019. Thank you for being here Mr. Thornton.  
18 Mr. Thornton abstains on all cases unless otherwise noted. We do have all Planning  
9 Commissioners present, and we have a quorum, so we can conduct business. At this  
0 point, I will turn the agenda over to Mr. Emerson, our secretary.

21  
22 Mr. Emerson - Thank you, Mr. Chair. The first item on your agenda this  
23 morning are the requests for deferrals and withdrawals. There are none of those this  
24 morning, so we will move on to the expedited items, which will be presented by Ms. Leslie  
25 News.

26  
27 Ms. News - Thank you Mr. Secretary and good morning members of the  
28 Commission. We have six items on the expedited agenda this morning. The first item is  
29 found on page three of the agenda and is located in the Three Chopt District. This is a  
30 transfer of approval for POD2015-00094, Dominion Shoppes (Formerly Innsbrook  
31 Commercial at 4101 Dominion Boulevard). Staff recommends approval.

32  
33 **TRANSFER OF APPROVAL**  
34

POD2015-00094 POD2018-00478 Dominion Shoppes (Formerly Innsbrook Commercial at 4101 Dominion Boulevard) – 4101 Dominion Boulevard	<b>Demosthenis J. Zissios for Dominion Shoppes, LLC:</b> Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Dominion GA, LLC and Doswell Properties, Inc. to Dominion Shoppes, LLC. The 2.39-acre site is located at the northeast corner of the intersection of West Broad Street (U.S. Route 250) and Dominion Boulevard, on parcel 747-760-6472. The zoning is B-2C, Business District (Conditional). County water and sewer. <b>(Three Chopt)</b>
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35  
36 Mr. Baka - Is there anyone present in opposition to this transfer of  
37 approval, for TOA POD2015-00094 Dominion Shoppes? I see no opposition.

38  
39 Mrs. Thornton - Okay. Well I move approval of the transfer of approval for TOA  
40 POD2015-00094 Dominion Shoppes (Formerly Innsbrook Commercial at 4101 Dominion  
41 Boulevard) subject to the previously approved conditions on the expedited agenda.

42  
43 Mr. Mackey - Second.

44  
45 Mr. Baka - We have a motion by Mrs. Thornton and a second by Mr.  
46 Mackey. All those in favor say aye.

47  
48 Commissioners - Aye.

49  
50 Mr. Baka - Those opposed say no. This motion passes.

51  
52 The Planning Commission approved the transfer of approval request for POD2015-00094  
53 (POD2018-00478) Dominion Shoppes (Formerly Innsbrook Commercial at 4101  
54 Dominion Boulevard), from Dominion GA, LLC and Doswell Properties, Inc. to Dominion  
55 Shoppes, LLC, subject to the standard and added conditions previously approved.  
56

17 Ms. News - The next item is found on page 4 of your agenda and is  
18 located in the Tuckahoe district. This is a transfer of approval for POD-32-83 Glen Forest  
59 Center I which was formerly the Wang Office Building. Staff recommends approval.

60  
61 **TRANSFER OF APPROVAL**

62  
POD-32-83 **Jeffrey Clary for Glen Forest Richmond, LLC:** Request  
POD2016-00224 for transfer of approval as required by Chapter 24, Section  
Glen Forest Center I 24-106 of the Henrico County Code from North Gayton  
(Formerly Wang Office Company, F.G. Pruitt, Inc., and Forest Park Associates to  
Building) - 7200 Glen Glen Forest Richmond, LLC. The 2.9-acre site is located on  
Forest Drive the northern line of Glen Forest Drive, approximately 530  
feet east of Bayberry Court, on parcel 764-745-3794. The  
zoning is O-3C, Office District (Conditional). County water  
and sewer. **(Tuckahoe)**

63  
64 Mr. Baka - Is there anyone present in opposition of the approval of TOA  
65 POD-32-83 Glen Forest Center I. I see no opposition, so at this time I would move that  
66 POD-32-83 Glen Forest Center I be approved on the expedited agenda, subject to the  
67 previously approved conditions.

68  
69 Mr. Archer - Second.

70  
71 Mr. Baka - We have a motion by Mr. Baka and a second by Mr. Archer.  
72 All in favor say aye.

73  
74 Commissioners - Aye.

75  
76 Mr. Baka - Those opposed say no. This motion passes.

77  
78 The Planning Commission approved the transfer of approval request for POD-32-83  
79 (POD2016-00224), Glen Forest Center I (Formerly Wang Office Building) from North  
80 Gayton Company, F.G. Pruitt, Inc., and Forest Park Associates to Glen Forest Richmond,  
81 LLC, subject to the standard and added conditions previously approved.

82  
83 Ms. News - The next item is on page five of your agenda and located in  
84 the Tuckahoe District. This is a transfer of approval for POD-67-84, Glen Forest Center  
85 II, which was formerly the Glen Forest Office Building Phase II. Staff recommends  
86 approval.

87  
88  
89  
90  
91  
92  
3



3 Mr. Baka – Is there anyone present in opposition to the transfer of  
4 approval POD-30-86 Glen Forest Center III? I see no opposition. I move that POD-30-86  
125 Glen Forest Center III be approved on the expedited agenda, subject to the previously  
126 approved conditions.

127  
128 Mr. Witte - Second.

129  
130 Mr. Baka - A motion by Mr. Baka and a second by Mr. Witte. All in favor  
131 say aye.

132  
133 Commissioners - Aye.

134  
135 Mr. Baka - Those opposed say no. That motion passes.

136  
137 The Planning Commission approved the transfer of approval request for POD-30-86  
138 (POD2016-00222), Glen Forest Center III from Virginia Investment Corporation, North  
139 Gayton Company, and Pruitt Associates to Glen Forest Richmond, LLC, subject to the  
140 standard and added conditions previously approved.

141  
142 Ms. News - Next item is found on page seven of your agenda and is  
143 located in the Fairfield district. This is POD2018-00319, River Mill Section 5. There is an  
144 addendum item on page two of your addendum with a revised recommendation for  
145 approval based on the Board of Supervisors' approval of the PUP last night. Staff  
146 recommends approval.

147  
148 **PLAN OF DEVELOPMENT**

149  
POD2018-00319  
River Mill Section 5 –  
Woodman Road  
**Timmons Group for HHHunt River Mill, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 50 one-family dwellings. The 23.57-acre site is located approximately 2,000 feet north of future Woodman Road extended and approximately 1,500 feet west of Brook Road (U.S. Route 1), on part of parcel 781-773-2686. The zoning is R-5AC, General Residential District (Conditional), R-3C, One-Family Residential District (Conditional) and C-1C, Conservation District (Conditional). County water and sewer. **(Fairfield)**

150  
151 Mr. Baka - Okay. Is anyone present in opposition to POD2018-00319  
152 River Mill Section Five?

153  
154 Off Microphone - Are we going to be able to ask questions?

155  
156 Mr. Baka - Yes, do you have questions regarding River Mill?

7

158 Off Microphone - Yes, I do.  
159  
160 Mr. Baka - Okay.  
161  
162 Off Microphone - Can somebody point out where it is?  
163  
164 Ms. News - Yes sir, we can pull this off the expedited agenda and hear it  
165 in the regular agenda.  
166

167 Mr. Baka - Okay, we'll pull it off until later in the agenda and we'll have a  
168 chance for everyone to ask questions at that time.  
169

170 Ms. News - The final item is on page nine of your agenda and is located  
171 in the Brookland District. This is POD2018-00429 Don Rudd Project. Staff recommends  
172 approval.  
173

174 **PLAN OF DEVELOPMENT (Deferred from the December 12, 2018 Meeting)**  
175

POD2018-00429 Don Rudd Project – 2106 Henderson Road	<b>Advanced Engineering, LLC for Donald Rudd:</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, 4,000-square foot storage building with accessory parking. The 0.58-acre site is located along the western line of Henderson Road, approximately 150 feet north of West Broad Street (U.S. Route 250), on part of parcel 771-740-3432. The zoning is B-3C, Business District (Conditional). County water and sewer. <b>(Brookland)</b>
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176  
177 Mr. Baka - Is there anyone present in opposition to POD2018-00429 Don  
178 Rudd Project? I see no opposition. Mr. Witte.  
179

180 Mr. Witte - Mr. Chairman, I move approval of POD2018-00429 Don Rudd  
181 Project subject to the – wait a minute – I'm on the wrong page, excuse me. Let's start  
182 over. Mr. Chairman I move approval of POD2018-00429 subject to the annotations on  
183 the plans, standard conditions for developments of this type, and the following conditions  
184 29 through 35 on the expedited agenda.  
185

186 Mr. Archer - Second.  
187

188 Mr. Baka - We have a motion by Mr. Witte and a second by Mr. Archer.  
189 All those in favor say aye.  
190

191 Commissioners - Aye.  
192

193 Mr. Baka - Those opposed say no. That motion passes.



14 The Planning Commission approved the plan of development for POD2018-00429, Don  
15 Rudd Project, subject to the annotations on the plans, the standard conditions attached  
196 to these minutes for developments of this type, and the following additional conditions:  
197

- 198 29. The right-of-way for widening of Henderson Road as shown on approved plans  
199 shall be dedicated to the County prior to any occupancy permits being issued. The  
200 right-of-way dedication plat and any other required information shall be submitted  
201 to the County Real Property Agent at least sixty (60) days prior to requesting  
202 occupancy permits.
- 203 30. All repair work shall be conducted entirely within the enclosed building.
- 204 31. The proffers approved as a part of zoning case REZ2018-00032 shall be  
205 incorporated in this approval.
- 206 32. The certification of building permits, occupancy permits and change of occupancy  
207 permits for individual units shall be based on the number of parking spaces  
208 required for the proposed uses and the amount of parking available according to  
209 approved plans.
- 210 33. Approval of the construction plans by the Department of Public Works does not  
211 establish the curb and gutter elevations along the Henrico County maintained right-  
212 of-way. The elevations will be set by Henrico County.
- 213 34. The location of all existing and proposed utility and mechanical equipment  
214 (including HVAC units, electric meters, junctions and accessory boxes,  
215 transformers, and generators) shall be identified on the landscape plan. All building  
216 mounted equipment shall be painted to match the building, and all equipment shall  
217 be screened by such measures as determined appropriate by the Director of  
218 Planning or the Planning Commission at the time of plan approval.
- 219 35. Except for junction boxes, meters, and existing overhead utility lines, and for  
220 technical or environmental reasons, all utility lines shall be underground.

221  
222 Ms. News - And that completes our expedited agenda.

223  
224 Mr. Baka - Thank you.

225  
226 Mr. Emerson - Mr. Chairman we now move on to the next item on the agenda  
227 which are Subdivision Extensions of Conditional Approval. Those will be presented by  
228 Ms. Kate McMillion.

229  
230 Ms. McMillion - Good morning. There is one informational conditional  
231 extension on the agenda this morning. The map indicates in red the location of the  
232 subdivision, The Glens at Scott Place, (January 2017 Plan) which has been presented  
233 for extension of its conditional approval. This case, which is located in the Fairfield district,  
234 is eligible for a one-year automatic extension which does not require Commission action  
235 and is provided for your informational purposes only. I am available for any questions  
236 you may have.

Subdivision	Original No. of Lots	Remaining Lots	Previous Extensions	Magisterial District	Recommended Extension
<b>SUB2016-00199 Glens at Scott Place, The (January 2017 Plan)</b>	115	72	1	Fairfield	January 22, 2020

240  
241 Mr. Baka - Any questions of staff? Okay. Thank you very much.

242  
243 Mr. Emerson - Mr. Chairman, we now move into your regular agenda, and  
244 we will go to page seven for POD2018-00319, Timmons Group for HHHunt River Mill,  
245 LLC. The staff report will be presented by Ms. Aimee Crady.

246  
247 **PLAN OF DEVELOPMENT**

248  
POD2018-00319 River Mill Section 5 – Woodman Road

**Timmons Group for HHHunt River Mill, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 50 one-family dwellings. The 23.57-acre site is located approximately 2,000 feet north of future Woodman Road extended and approximately 1,500 feet west of Brook Road (U.S. Route 1), on part of parcel 781-773-2686. The zoning is R-5AC, General Residential District (Conditional), R-3C, One-Family Residential District (Conditional), and C-1C, Conservation District (Conditional). County water and sewer. **(Fairfield)**

249  
250 Mr. Baka - I saw some additional folks walk into the room, is there anyone  
251 present in opposition to POD2018-00319, River Mill Section 5?

252  
253 Off Microphone - [Inaudible]

254  
255 Mr. Baka - We'll get to your questions in just one minute, thank you.  
256 Please proceed.

257  
258 Ms. Crady - Thank you, good morning. This morning the applicant is  
259 requesting plan of development approval for a fifth section of residential units in the overall  
260 River Mill development. The overall River Mill development is outlined in orange here.  
261 The current request for plan of development approval is this colorful section here, on the  
262 northern boundary of Henrico County, across from Hanover.

263  
264 This would be an extension of the types of units that were approved in Sections Two and  
265 Three, and the terminus of this section is here. These are future sections that are



6 conditionally conceptually laid out but have not come back to the Commission for  
7 Planning Commission review and approval yet. So, I'll show you the layout here.

268  
269 These are R-5A zoned parcels. Recently, an ordinance amendment to add single family  
270 dwellings in accordance with Section 24-106 as provisional use in the R-5A district, under  
271 certain criteria, was approved by the Board of Supervisors. The applicant has exercised  
272 his option and made application for this Provisional Use Permit, which was approved last  
273 night, to allow the one-family dwelling with a minimum 8-foot sideyard setback, with the  
274 sum of sideyards to equal 20 feet, and meeting all other applicable criteria.

275  
276 The staff recommendation has been made in your addendum. Staff recommends  
277 approval, subject to the annotations on the plan, the standard conditions for  
278 developments of this type, and the following additional conditions 29 through 33 in your  
279 agenda. I can answer any questions that the Commission has of me. Jon Murray with  
280 Timmons Group is here to answer any questions you may have of the applicant.

281  
282 Mr. Baka - Any questions of Ms. Crady? Thank you. Would you like to  
283 come forward and state any questions you may have?

284  
285 Off Microphone - No, that's good. My questions were answered.

286  
287 Mr. Baka - So at this time you have no further questions?

288  
289 Off Microphone - Yes, that's correct.

290  
291 Mr. Baka - Okay, thank you. We are ready for a motion at this time.

292  
293 Mr. Archer - Thank you, sir. I will move for approval of POD2018-00319  
294 River Mill Section 5, subject to the staff's recommendation, the annotations on the plans,  
295 standard conditions for developments of this type, and following additional conditions 29  
296 through 33, and also the item on this morning's addendum.

297  
298 Mr. Mackey - Second.

299  
300 Mr. Baka - We have a motion by Mr. Archer and a second by Mr. Mackey.  
301 All those in favor say aye.

302  
303 Commissioners - Aye.

304  
305 Mr. Baka - Those opposed say no. That motion passes. Thank you.

306  
307 The Planning Commission approved the plan of development for POD2018-00319, River  
308 Mill Section 5, subject to the annotations on the plans, the standard conditions attached  
309 to these minutes for developments of this type, and the following additional conditions:

310

- 311 29. The subdivision plat for River Mill Section 5 shall be recorded before any building  
 312 permits are issued.
- 313 30. The proffers approved as a part of zoning cases REZ2016-00002, REZ2017-  
 314 00017, and PUP2018-00019 shall be incorporated in this approval.
- 315 31. Approval of the construction plans by the Department of Public Works does not  
 316 establish the curb and gutter elevations along the Henrico County maintained right-  
 317 of-way. The elevations will be set by Henrico County.
- 318 32. The developer shall provide signage, the wording and location as deemed  
 319 appropriate by the Director of Public works, which addresses the possible future  
 320 extension of any stub street.
- 321 33. The limits and elevations of the Special Flood Hazard Area shall be conspicuously  
 322 noted on the plan and labeled "Limits of Special Flood Hazard Area." In addition,  
 323 the delineated Special Flood Hazard Area must be labeled "Variable Width  
 324 Drainage and Utility Easement." The easement shall be granted to the County prior  
 325 to the issuance of any occupancy permits.

326

327 Mr. Emerson - Mr. Chair, we now move on to page eleven of your regular  
 328 agenda and page one of your amended agenda for POD2018-00471 Middleton Place,  
 329 AES Consulting Engineers for Hungary Road Investments, LLC. The staff report will be  
 330 presented by Ms. Christina Goggin.

331

332 **PLAN OF DEVELOPMENT (Deferred from the December 12, 2018 Meeting)**

333

POD2018-00471 Middleton Place – 9460 Hungary Road	<b>AES Consulting Engineers for Hungary Road Investments, 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 23 detached dwellings for sale with zero lot lines. The 9.8-acre site is located on the northern line of Hungary Road, approximately 240 feet west of its intersection with Fairlake Lane, on parcel 756-761-2574. The zoning is R-5AC, General Residential District (Conditional). County water and sewer. <b>(Brookland)</b>
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334

335 Mr. Baka - Is there anyone present in opposition to POD2018-00471  
 336 Middleton Place. Okay, yes sir, we will get to you in just a minute. Please proceed.

337

338 Ms. Goggin - Good morning. This proposal is for 23 detached dwellings for  
 339 sale with zero lot lines. The location is a wooded parcel with a single-family dwelling on  
 340 Hungary Road. Single family dwellings are located to the north and east of this wooded  
 341 parcel and townhouses to the south and west.

342

343 This is the revised layout plan I received on Friday. The layout and architectural elevations  
 344 submitted by the applicant are in conformance with the proffers of REZ2018-00027 as  
 345 approved by the Board of supervisors on July 24, 2018. The proffers provide for quality  
 346 development, such as a 35-foot transitional buffer landscape strip along Hungary Road,

7 which is right here; require one 2.5-inch caliper tree on each side for every 50 feet of road  
8 length to be provided along the internal road, which is here; and sodded yards. Non-  
349 proffered improvements include a 10-foot transitional buffer between the new lots and the  
350 existing Broad Meadows neighborhood to the north and east. So, along here. In addition,  
351 this development proposes preserving 3.7 acres in undisturbed acreage on the western  
352 side of the parcel in wetlands, floodplain, and RPA up in this area here.

353  
354 At the time of the preparation of the Planning Commission packet, the Department of  
355 Public Works Environmental Division could not recommend approval due to conflicts with  
356 required stream buffers. The applicant submitted a revised plan, which is in front of you  
357 today and on the screen, with a waiver request which has been granted by Public Works.

358  
359 Staff recommends approval subject to the annotations on the revised plans, the standard  
360 conditions for developments of this type, and additional conditions 29 through 39 in the  
361 agenda. Kirk Hawley, the engineer, is here should you have any questions for him, as  
362 well as Rick Melchor is here should you have any questions for the developer. We have  
363 representatives from Public Works, and as you saw, we do have members of the  
364 community that are here to speak about the project. I'm here to answer any questions  
365 you may have of me.

366  
367 Mr. Baka - Okay, any questions for Ms. Goggin? Alright, thank you. Mr.  
368 Witte, how would you like to proceed?

369  
370 Mr. Witte - Let's hear from the opposition.

371  
372 Mr. Baka - Would you please come forward and state your name for the  
373 record, and Mr. Emerson, would you please review the guidelines for Commission  
374 hearings?

375  
376 Mr. Emerson - Yes sir, Mr. Chair. As you noted, the Commission does have  
377 guidelines that govern the public hearings. They are as follows: the applicant is allowed  
378 ten minutes to present the request and time may be reserved for responses to testimony.  
379 The opposition is allowed a cumulative ten minutes to present its concerns, meaning that  
380 everybody that wants to speak on this case needs to fit in those ten minutes. Commission  
381 questions do not count into the time limits. The Commission may waive the limits for  
382 either party at its discretion. All comments must be directly related to the case under  
383 consideration.

384  
385 Mr. Melton - Yes sir, thank you. My name is Mike Melton. I've lived at 9331  
386 Colson Road, which is essentially a side lot at Colson and Fairlake, for approximately  
387 thirty years now. I don't have any concerns with the development continuing. My main  
388 concern is the additional tract which is being routed out onto Fairlake. In turn, the traffic  
389 exiting onto Hungary, which I've talked with the developers this morning, and they realize  
390 there's quite a number of accidents that occur at the corner of Fairlake and Hungary. I've  
391 observed two last month. Like I said, I've been there thirty years, I've forbidden my family  
392 or anyone I know to turn left onto Fairlake. Most of the accidents are caused by people

393 turning left, it's an incline, very poor visibility... It's much easier to go out on Francistown  
394 and use the light if you need to go left.

395  
396 Many years ago, our local neighborhood had a meeting with the County, suggesting that,  
397 and got great opposition. Most of the residents did not even know that you could do that.  
398 I would like to suggest that they go ahead with the property development, I have no  
399 opposition to that, but possibly do something with the intersection, as simple as not  
400 allowing a left-hand turn there any longer. Maybe we could look into the traffic routing a  
401 little better before we go ahead with this development.

402  
403 Mr. Baka - Any questions of Mr. Melton from the Commission?

404  
405 Mr. Archer - Mr. Melton, how far is this – whatever it is that's causing the  
406 poor visibility – from that intersection?

407  
408 Mr. Melton - Aside from the fact that it's a pretty good incline going to the  
409 left, and even with the obstruction of the bushes, which I've talked to the developers and  
410 they know the County comes out quite often and has to trim the bushes back so you can  
411 see a little better. And I will tell you from my experiences, if you go out right there, and  
412 somebody attempts to go left sitting right beside you, a lot of the accidents are caused by  
413 that, or somebody not waiting for the person to turn left. The person in the left-hand lane  
414 tends to go out almost into the road on Hungary so he can see properly. It's just a bad  
415 situation. I've lived there thirty years, and I've probably witnessed 35 or 40 accidents. It's  
416 just a bad intersection. I've never in my life turned a left there.

417  
418 Mrs. Thornton - I agree, I used to live right there.

419  
420 Mr. Melton - It's hard to convince everybody to do that.

421  
422 Mr. Archer - What is the speed limit approaching the intersection?

423  
424 Mr. Melton - It's a 45 on Hungary.

425  
426 Mr. Archer - Oh okay.

427  
428 Mrs. Thornton - And you have a hill.

429  
430 Mr. Melton - Well it's supposed to be a 45 on a hill.

431  
432 Mrs. Thornton - Right.

433  
434 Mr. Archer - Thank you.

435  
436 Mr. Witte - Mr. Chairman, do we have someone here from Traffic who  
437 might be able to enlighten us?

438

9 Mr. Baka - Yes, I believe we do. Good morning.

0

441 Mr. DuVall - Good morning Mr. Chairman, members of the Commission.  
442 My name is Gary DuVall, I'm a traffic engineer in Public Works. You are correct, and Mr.  
443 Melton is very correct in saying that the County has worked with the neighborhood for  
444 quite a few years to study not just this intersection, but many intersections along Hungary.  
445 And as you know we do have concerns, and in 2017 we did a speed study and we looked  
446 at a couple of things. We looked at the actual speed that was out there, and we looked  
447 at the 85<sup>th</sup> percentile to make sure that the speed number is proper. So, the road is posted  
448 in accordance with guidelines that we have here in the County, at 45 miles per hour. The  
449 average speed was 45.8 miles per hour, so we feel like the speed limit posted is proper.  
450 We looked at it again in 2018 and feel that that is consistent.

451

452 We've studied the wrecks, the incidents, the crashes that we've had there. In July of  
453 2018, we noted that there had been eight crashes there since the start of 2015. Most of  
454 the crashes were left-hand turn crashes, but none of them were consistent with any  
455 patterns. Left-hand coming out of Fairlake, left-hand turning into Fairlake off of Hungary,  
456 and left-hand turning going the other direction, away from Fairlake. So, there are eight  
457 accidents caused by left-hand turning movements, but no consistent movement.

458

459 There is a sight distance concern there, because there are many bushes and shrubs that  
460 grow out into the right of way. So, the County goes out every six months and trims the  
461 bushes and the trees that are there that are blocking the sight distance. We've attempted  
462 to work with the neighbors, and by right we are allowed to go ahead and cut on County  
463 property, so we go ahead and do that. Even though we've requested the neighbors  
464 please do that for us, the County steps up and does that. And the plans are to visit the  
465 site again in February of this year. So, we are definitely looking at it.

466

467 To give you a little context, we looked at both this intersection and the intersection with  
468 the traffic signal at Hungary and Francistown. Since 2015, there have been 13 crashes  
469 there. This intersection had 8. Any crash to us is critical. But we feel like we are working  
470 it and properly assessing it. We'll be revisiting the intersection again and to look at it and  
471 make sure that we see if there's anything that can be requested.

472

473 Mr. Melton requested just a few minutes ago that we look at restricting the left-turn lane,  
474 left-turn movements, and we will certainly look into that. I'm not sure that would be  
475 warranted, but we will surely look into it and report back to the Commission and Mr.  
476 Melton.

477

478 Mr. Witte - Great.

479

480 Mr. Baka - The question I have is that turning left at Francistown and  
481 Hungary is safer cause you have a traffic light, what about turning left at Packard Road,  
482 does turning left there — Colson is connected between Packard and Fairlake — does



483 turning left there remove the issue of the hill, that you don't have that hill as much and  
484 have a greater safe distance?

485  
486 Mr. DuVall - They plan on looking at that and see how that may give us  
487 some benefits.

488  
489 Mr. Baka - Okay. Not to say that that's ideal, but it's a reasonable  
490 alternative.

491  
492 Mr. Archer - One more question. If the left turn were eliminated, where  
493 would be the next logical place for traffic to go where they want to go.

494  
495 Mr. DuVall - That's the problem. Because by law you're allowed to restrict  
496 only so much movement, so we need to have proper guidance for traffic concerns. The  
497 number of crashes for the intersection are not that – the threshold limits are too restrictive.  
498 But we'll be happy to look at that and see if there's anything we can do.

499  
500 Mr. Archer - I guess what I'm saying is, if we decrease in one place, we'll  
501 increase in another.

502  
503 Mr. DuVall - That's right, sir.

504  
505 Mr. Witte - They would probably be at Broad and Meadows and  
506 Francistown, so they come out at the light.

507  
508 Mr. DuVall - Okay, thank you.

509  
510 Mr. Witte - Thank you, sir.

511  
512 Mr. Thornton - I have a question.

513  
514 Mr. Baka - Sure.

515  
516 Mr. Thornton - Before you leave, sir. I was wondering about a policy maybe  
517 that some other localities have, such as non-signals at intersections for stopping. Two  
518 questions. What is the rationale of not allowing non-signal as in some portions of our  
519 roads, not to use that signage. And number two, what about the most recent data in other  
520 localities in the country, about this similar problem that we are discussing this morning?

521  
522 Mr. DuVall - Your first question, and I apologize I'm going to try to  
523 paraphrase what I think you said, and see if you can help me understand, is we're talking  
524 about a four-way stop intersection possibly?

525  
526 Mr. Thornton - I may not be using the right terms. But what I'm referring to, is  
527 on many roads – let's take our sister county of Richmond – my question is why do we  
528 have this policy, or what is the rationale for it – in sister localities there are many streets



9 in Richmond, and they don't have signalized intersections on some streets, but they do  
0 have where you have to come to a stop. We have none of those to my knowledge in  
531 Henrico County. But we have roads where we have signs that say you have to stop. Do  
532 you understand a little better now?

533  
534 Mr. DuVall - A stop bar, and then a stop sign.

535  
536 Mr. Thornton - A stop sign, let's use the word stop sign.

537  
538 Mr. DuVall - By law, Henrico County Police can cite anybody that comes  
539 to an intersection with a stop bar and/or a stop sign and does not come to a complete  
540 stop before they have a forward movement. So, we have that law on the books that  
541 allows us to enforce this intersection. Now, the movement that you might be talking about  
542 is on Hungary itself for a left turn into Fairlake, is that what we are talking about?

543  
544 What you need to do, you need to understand that many times a free flow movement is  
545 allowed if you see in the distance that nothing is coming your way, so you can free flow  
546 into that movement. One of the accidents in 2018 was a rear-end when someone was  
547 turning left into Fairlake when they were going slow, and they took a long time to get in to  
548 the left turn slot to turn left, and someone rear-ended them at that time. So that was one  
549 of the eight accidents between 2015 and 2017 that we looked at. I'd be glad to look at  
550 that, but I don't know of any jurisdiction that works that way.

551  
552 For context, for 30 years I worked for the City of Richmond, I was the City Engineer, so  
553 we would do the same thing in the City of Richmond.

554  
555 Mr. Thornton - One aspect of my question is that Henrico is moving forward  
556 from the way the County used to be, it is much more urbanized. And I'm just wondering,  
557 have the standards for roads come up to the 21<sup>st</sup> century?

558  
559 Mr. DuVall - We like to think they have, we try to do everything in our power  
560 to make them there. And the wealth of information we get, I get very excited that we have  
561 citizens that come out and tell us how we feel instead of talking about the County behind  
562 their back, and being good enough to tell us, hey this is my concern, and this is what I  
563 want you to look at. That helps us tremendously in our job. We are not there day by day,  
564 we don't experience the situations as people have lived there do.

565  
566 As Mr. Melton talked about, he's been there for 30 years, he's seen that intersection grow.  
567 He's seen the traffic increase, and he's concerned about his neighborhood. So that is the  
568 wealth of information that the County is thankful to have.

569  
570 Mr. Thornton - Thank you.

571  
572 Mr. DuVall - Thank you, sir.

573

574 Mr. Baka - Any other questions of Mr. DuVall? Thank you. Would anyone  
575 else present today wish to speak on this matter? Mr. Witte?

576  
577 Mr. Witte - Mr. Secretary, do we need to waive time limits on that waiver?  
578

579 Mr. Emerson - I don't believe we do, no. We're good.  
580

581 Mr. Witte - Alright. Thank you, sir. Mr. Chairman, I move approval of  
582 POD2018-00471, Middleton Place as presented, subject to annotations on the plans,  
583 standard conditions for developments of this type, and additional conditions 29 through  
584 39.

585  
586 Mr. Baka - Motion by Mr. Witte, is there a second?  
587

588 Mrs. Thornton - Second.  
589

590 Mr. Baka - We have a motion by Mr. Witte and a second by Mrs. Thornton  
591 to approve this case as submitted. All in favor say aye.  
592

593 Commissioners - Aye.  
594

595 Mr. Baka - All opposed say no. That motion passes.  
596

597 The Planning Commission approved the plan of development for POD2018-00471,  
598 Middleton Place, subject to the annotations on the plans, the standard conditions attached  
599 to these minutes for developments of this type, and the following additional conditions:  
600

601 29. Roof edge ornamental features that extend over the zero lot line, and which are  
602 permitted by Section 24-95(i)(1), must be authorized in the covenants.

603 30. Eight-foot easements for construction, drainage, and maintenance access for  
604 abutting lots shall be provided and shown on the POD plans.

605 31. Building permit request for individual dwellings shall each include two (2) copies of  
606 a layout plan sheet as approved with the plan of development. The developer may  
607 utilize alternate building types providing that each may be located within the  
608 building footprint shown on the approved plan. Any deviation in building footprint  
609 or infrastructure shall require submission and approval of an administrative site  
610 plan.

611 32. Windows on the zero lot line side of the dwelling can only be approved with an  
612 exception granted by the Building Official and the Director of Planning during the  
613 building permit application process.

614 33. The mechanical equipment for each building shall be located on its respective lot.  
615 The location of the equipment shall be reviewed and approved with the building  
616 permit application for each lot. Except for wall-mounted electric meters, in no case  
617 shall the eight-foot easement for construction, drainage, and maintenance access  
618 on the abutting lot be used to locate other mechanical equipment (such as HVAC  
619 equipment, generators, and the like) for the subject lot.

- 0 34. The subdivision plat for Middleton Place shall be recorded before any building  
 1 permits are issued.
- 622 35. A concrete sidewalk meeting County standards shall be provided along the  
 623 northern side of Hungary Road to the extent required per REZ2018-00027.
- 624 36. A 10-foot planting strip to preclude ingress or egress along the western side of  
 625 Becton Road shall be shown on the approved plans. Additionally, a 35-foot planting  
 626 strip to preclude ingress or egress along the northern side of Hungary Road shall  
 627 be shown on the approved plans. The details shall be included with the required  
 628 landscape plans for review and approval.
- 629 37. The proffers approved as a part of zoning case REZ2018-00027 shall be  
 630 incorporated in this approval.
- 631 38. Approval of the construction plans by the Department of Public Works does not  
 632 establish the curb and gutter elevations along the Henrico County maintained right-  
 633 of-way. The elevations will be set by Henrico County.
- 634 39. The limits and elevations of the Special Flood Hazard Area shall be conspicuously  
 635 noted on the plan and labeled "Limits of Special Flood Hazard Area." In addition,  
 636 the delineated Special Flood Hazard Area must be labeled "Variable Width  
 637 Drainage and Utility Easement." The easement shall be granted to the County prior  
 638 to the issuance of any occupancy permits.

639  
 640 Mr. Emerson - Mr. Chair, we now move on to page thirteen of your regular  
 641 agenda, for POD2018-00528, Koontz Bryant Johnson Williams for Peoples National Bank  
 642 and the Heritage Group, LLC. The staff report will be presented by Mr. Spencer Norman.

3  
 644 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

645  
 POD2018-00528                      **Koontz Bryant Johnson Williams for Peoples National  
 Dunkin' at Hungary Road        Bank and The Heritage Group, LLC:** Request for approval  
 – 2300 Hungary Road              of a plan of development and lighting plan, as required by  
                                                  Chapter 24, Section 24-106 of the Henrico County Code, to  
                                                  convert an existing one-story 2,200-square foot bank  
                                                  building to a restaurant with drive-through facilities and with  
                                                  a 250-square foot addition. The 0.799-acre site is located at  
                                                  the northwestern corner of the intersection of Woodman  
                                                  Road and Hungary Road, on parcel 774-759-0104. The  
                                                  zoning is B-2C, Business District (Conditional). County  
                                                  water and sewer. **(Brookland)**

646  
 647 Mr. Norman -                              Good morning.

648  
 649 Mr. Baka -                                 Good morning. Is there anyone present in opposition to  
 650 POD2018-00528 and lighting plan, Dunkin' at Hungary Road? Alright.

651  
 652 Mr. Norman -                              This proposed plan of development seeks approval to  
 653 renovate an existing, 2,200-square foot bank building for a one-story restaurant with a  
 4 drive-through and a 250-square foot building addition. Approval for site lighting is included

655 within this proposal. The proffers of rezoning case REZ2018-00035 apply and were  
656 approved by the Board of Supervisors on November 20, 2018.  
657

658 Staff requested and received revised architectural elevations that show percentages of  
659 building materials and information sufficient for the Department of Public Works – Traffic  
660 to grant approval of a waiver request for stacking length.  
661

662 The proposed changes to the existing building are compatible in style and material with  
663 the surrounding development and is consistent with proffered conditions. The proposed  
664 renovated building consists primarily of red brick with woodgrain fiber cement board siding  
665 and an EIFS band at the roofline.  
666

667 A lighting plan is included with the staff plan and proposes LED concealed source fixtures  
668 to be installed at or below the maximum proffered mounting height of twenty-five feet.  
669

670 The conceptual landscape plan shows the 10-foot parking lot landscape buffer, with  
671 required street trees, along with interior parking lot landscaping. Final design and material  
672 selection for these plantings will be finalized with the subsequent landscape plan review.  
673 Additional parking lot interior landscaping and foundations planting will be provided where  
674 available throughout the site.  
675

676 The proposed plan of development, including the elevations and lighting plan, is in  
677 compliance with the rezoning case and zoning ordinance. With this, staff recommends  
678 approval of the case subject to the annotations on the plans, standard conditions for  
679 developments of this type, and the additional conditions as indicated in the staff report  
680 and agenda.  
681

682 The consulting engineer and County staff are prepared to address the Commission if you  
683 have any questions. Thank you.  
684

685 Mr. Baka - Any questions of Mr. Norman? Thank you. Mr. Witte, how  
686 would you like to proceed?  
687

688 Mr. Witte - Do we need two separate motions, one for the lighting plan?  
689

690 Mr. Emerson - No, you can approve them together.  
691

692 Mr. Witte - Great. Alright, Mr. Chairman. I move approval of POD2018-  
693 00528 Dunkin' at Hungary Road, for the POD and lighting plan, subject to the annotations  
694 on the plan, the standard conditions for developments of this type, and the following  
695 conditions 11B and 29 through 34.  
696

697 Mr. Mackey - Second.  
698

699 Mr. Baka - We have a motion by Mr. Witte and a second by Mr. Mackey.  
700 All those in favor say aye.  
701

702 Commissioners - Aye.  
703



714 Mr. Baka - Those opposed say no. That motion passes.  
715

716 The Planning Commission approved the plan of development and lighting plan for  
717 POD2018-00528, Dunkin' at Hungary Road, subject to the annotations on the plans, the  
718 standard conditions attached to these minutes for developments of this type, and the  
719 following additional conditions:  
720

- 721 11B. Prior to the approval of an electrical permit application and installation of the site  
722 lighting equipment, a plan including light spread and intensity diagrams, and fixture  
723 specifications and mounting heights details shall be revised as annotated on the  
724 staff plan and included with the construction plans for final signature.
- 725 29. A concrete sidewalk meeting County standards shall be provided along the  
726 northern side of Hungary Road and western side of Woodman Road.
- 727 30. Outside storage shall not be permitted.
- 728 31. The proffers approved as a part of zoning case REZ2018-00035 shall be  
729 incorporated in this approval.
- 730 32. In the event of any traffic backup which blocks the public right-of-way as a result  
731 of congestion caused by the drive-up facilities, the owner/occupant shall close the  
732 drive-up facilities until a solution can be designed to prevent traffic backup.
- 733 33. Approval of the construction plans by the Department of Public Works does not  
734 establish the curb and gutter elevations along the Henrico County maintained right-  
735 of-way. The elevations will be set by Henrico County.
- 736 34. Except for junction boxes, meters, and existing overhead utility lines, and for  
737 technical or environmental reasons, all utility lines shall be underground.  
738

739 Mr. Emerson - Mr. Chairman, we now move on to page fifteen of your regular  
740 agenda, and page two of your amended agenda for POD2018-00529, Timmons Group  
741 for West Broad Village IV, LLC and Eagle Construction of VA, LLC. The staff report will  
742 be presented by Ms. Aimee Crady.  
743

#### 744 **PLAN OF DEVELOPMENT AND LIGHTING PLAN** 745

746 POD2018-00529  
747 West Broad Village –  
748 Eastern Edge – 1900 Old  
749 Brick Road

**Timmons Group for West Broad Village IV, LLC and Eagle Construction of VA, LLC:** Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct three five-story residential condominiums with first-story structured parking totaling 48 units, and 13 one- and two-story detached and semi-detached residential condominiums. The 11.88-acre site is located on the northern and southern line of Old Brick Road extended (private), the southern line of Interstate Route 64, the eastern line of Geese Landing (private), and the northern line of Three Chopt Road, on parcel 744-760-7007. The zoning is UMUC, Urban Mixed Use District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

737  
738 Mr. Baka - Is there anyone present in opposition to POD2018-00529 and  
739 lighting plan for West Broad Village. Please proceed.

740  
741 Ms. Crady - Thank you, hello again.

742  
743 This proposed eastern most phase of West Broad Village would continue development in  
744 the existing urban mixed-use district with the introduction of two new types of  
745 condominium homes. These are to be located in the easternmost area, adjacent to the  
746 on-ramp for the eastbound Interstate 64 and south of the Golf Galaxy building and surface  
747 parking lot here, and at the terminus of the current Old Brick Road corridor. Which comes  
748 in right here.

749  
750 A maximum of 61 additional units are proposed, and those are to be consistent with the  
751 building concepts that were reviewed and approved by the Board of Supervisors on  
752 October 9, 2018 for rezoning case REZ2018-00037. The conceptual elevations are  
753 included for informational purposes only in the staff plan, but detailed architectural plans  
754 will be required to return for subsequent Planning Commission review and approval prior  
755 to final construction plan approvals for the site. Added condition number 37 in your  
756 agenda addresses this sequence of approvals. The conceptual architectural renderings  
757 propose three five-story buildings with sixteen units each, with four levels of units, over  
758 the first-story level of parking. Thirteen detached and semi-detached units are positioned  
759 around the loop road and will be a combination of one and two-story units. And those are  
760 here. And the layout, that's what that looks like.

761  
762 The site lighting plan is also included in the approval and it demonstrates a combination  
763 of wall-mounted and pedestrian scale pole lighting. These fixtures are consistent with the  
764 fixtures that are actually installed currently throughout the UMU.

765  
766 The conceptual landscape plan demonstrates that streetscape elements will meet the  
767 spirit and intent of the UMU ordinance and all applicable proffers. Screen walls will be  
768 located at the end of these alleys, where dumpsters are not located, and will continue to  
769 connect the building walls. That is also consistent with other residential improvements in  
770 the development.

771  
772 An additional condition was included in the addendum to address the future installation  
773 of a final segment of landscaping adjacent to the future widened section of Three Chopt  
774 Road south of the development – and that would be located along this easternmost  
775 portion of the Three Chopt frontage. A phased plan was approved in 2012 to add  
776 additional landscaping here, at such time that the Three Chopt Road section is complete;  
777 it is anticipated that that will be constructed between 2020 and 2022. Condition number  
778 38 was added to address that that landscaping will be bonded or installed prior to the  
779 certificate of occupancy for the final unit on this development. With that, staff  
780 recommends approval subject to the annotations on the plan, the standard conditions for  
781 developments of this type, and the conditions listed in your agenda as well as added  
782 condition 38 in the addendum. Roger Rodriguez and Ryan Ritterskamp from Timmons



3 Group are here. Nathalie Croft is here from Eagle. They're happy to answer any questions  
4 you have of the applicant, and I'm happy to answer any questions you may have of staff.

785  
786 Mr. Baka - Any questions for Ms. Crady? Thank you.

787  
788 Mrs. Thornton - Mr. Chairman, I move to approve POD2018-00529 West  
789 Broad Village – Eastern Edge, including the lighting plan, subject to the annotations on  
790 the plan, the standard conditions for developments of this type, and conditions 11B and  
791 29 through 37 in the agenda, and with the added condition 38 as shown in the addendum.

792  
793 Mr. Witte - Second.

794  
795 Mr. Baka - We have a motion by Mrs. Thornton and a second by Mr.  
796 Witte. All those in favor say aye.

797  
798 Commissioners - Aye.

799  
800 Mr. Baka - All those opposed say no. That motion passes. Thank you.

801  
802 The Planning Commission approved the plan of development and lighting plan for  
803 POD2018-00529, West Broad Village – Eastern Edge, subject to the annotations on the  
804 plans, the standard conditions attached to these minutes for developments of this type,  
805 and the following additional conditions:

6  
807 11B. Prior to the approval of an electrical permit application and installation of the site  
808 lighting equipment, a plan including light spread and intensity diagrams, and fixture  
809 specifications and mounting heights details shall be revised as annotated on the  
810 staff plan and included with the construction plans for final signature.

811 29. Prior to issuance of a certificate of occupancy for any building in this development,  
812 the engineer of record shall certify that the site has been graded in accordance  
813 with the approved grading plans.

814 30. Outside storage shall not be permitted.

815 31. The proffers approved as a part of zoning cases REZ2018-00037, C-12C-06, C-  
816 15C-07, and P-02-06 shall be incorporated in this approval.

817 32. A construction staging plan which includes details for traffic control, fire protection,  
818 stockpile locations, construction fencing and hours of construction shall be  
819 submitted for County review and prior to the approval of any final construction  
820 plans.

821 33. The pavement shall be of an SM-2A type and shall be constructed in accordance  
822 with County standard and specifications. The developer shall post a defect bond  
823 for all pavement with the Department of Planning - the exact type, amount and  
824 implementation shall be determined by the Director of Planning, to protect the  
825 interest of the members of the Homeowners Association. The defect bond shall  
826 remain in effect for a period of three years from the date of the issuance of the final  
827 occupancy permit. Prior to the issuance of the last Certificate of Occupancy, a

- 828 professional engineer must certify that the roads have been designed and  
829 constructed in accordance with County standards.
- 830 34. Evidence of a joint ingress/egress and maintenance agreement must be submitted  
831 to the Department of Planning and approved prior to issuance of a certificate of  
832 occupancy for this development.
- 833 35. The location of all existing and proposed utility and mechanical equipment  
834 (including HVAC units, electric meters, junction and accessory boxes,  
835 transformers, and generators) shall be identified on the landscape plans. All  
836 equipment shall be screened by such measures as determined appropriate by the  
837 Director of Planning or the Planning Commission at the time of plan approval.
- 838 36. The limits and elevations of the Special Flood Hazard Area shall be conspicuously  
839 noted on the plan and labeled "Limits of Special Flood Hazard Area." In addition,  
840 the delineated Special Flood Hazard Area must be labeled "Variable Width  
841 Drainage and Utility Easement." The easement shall be granted to the County prior  
842 to the issuance of any occupancy permits.
- 843 37. Final architectural elevations shall be submitted for review and Planning  
844 Commission approval prior to final construction plan approval.
- 845 38. Landscaping to be located within the Three Chopt Road Buffer referenced in  
846 proffer 25 of zoning case C-12C-06 shall be installed in accordance with the  
847 approved plans or bonded prior to the issuance of a certificate of occupancy for  
848 the final unit of this development.

849  
850 Mr. Emerson - Mr. Chairman, we now move on to the next item, which is the  
851 consideration of the approval of your minutes from the December 12, 2018 meeting. We  
852 have no errata sheet for you this morning. However, as always, we will make any  
853 corrections you may have.

854  
855 Mr. Baka - Are there any corrections to the minutes? If not, a motion  
856 would be in order.

857  
858 Mr. Witte - So moved.

859  
860 Mr. Mackey - Second.

861  
862 Mr. Baka - A motion by Mr. Witte and a second by Mr. Mackey to approve  
863 the minutes. All in favor say aye.

864  
865 Commissioners - Aye.

866  
867 Mr. Baka - Those opposed say no. That motion passes.

868  
869 Mr. Emerson - Yes, Mr. Chairman, we do have one discussion item this  
870 morning, and it's a request that I have of you. As you know, we had planned on coming  
871 in at 5:30 prior to the CIP hearing at your upcoming Thursday evening meeting in  
872 February. But, with some of the items that were on the agenda at the last meeting, I feel  
873 like we need to have some discussion regarding short term rentals and go over some of

4 the information that was presented and some other items that have come forth since then.  
5 If possible, I'd like to request the Commission to come in at 5:00. If that meets with your  
876 liking, I don't need a motion, just need consensus and we're publicly making notice now  
877 that we'll meet at 5 versus at 5:30.

878  
879 Mr. Archer - I feel like we're good with that.

880  
881 Mr. Emerson - Thank you. Mr. Chairman I have nothing further for the  
882 Commission.

883  
884 Mr. Baka - Any more business to conduct this morning? If not, a motion  
885 to adjourn would be in order.

886  
887 Mr. Archer - So moved.

888  
889 Mr. Witte - Second.

890  
891 Mr. Baka - A motion by Mr. Archer, a second by Mr. Witte. All in favor  
892 say aye.

893  
894 Commissioners - Aye.

895  
896 Mr. Baka - Those opposed say no. Meeting is adjourned.

897

898

899

900


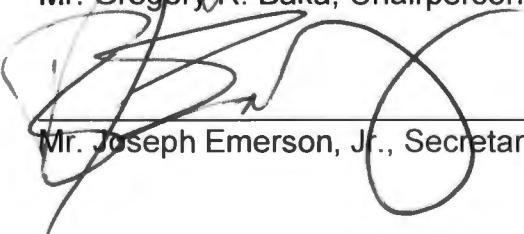
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905

  
\_\_\_\_\_  
Mr. Gregory R. Baka, Chairperson  
  
\_\_\_\_\_  
Mr. Joseph Emerson, Jr., Secretary

**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 sewer. 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 water. 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 23, 2019**, which shall be as much a part of this approval as if details were fully described herein. Nine (9) 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, a minimum of fourteen (14) 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 October 2015)**
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, or approval by the Director of Planning provided the property is transferred to new ownership no later than 24 months following initial construction plan approval. **(Revised August 2016)**

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 **January 23, 2019**, which shall be as much a part of this approval as if all details were fully described herein. Four (4) 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-flammable 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

### Conventional Single-Family Subdivisions 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, 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, a minimum of sixteen (16) 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 23, 2019**, 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 22, 2020**, 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.



## CONDITIONAL SUBDIVISION STANDARD CONDITIONS

### Conventional Single-Family 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, a minimum of eleven (11) 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 23, 2019**, 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 22, 2020**, 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.

## CONDITIONAL SUBDIVISION STANDARD CONDITIONS

### 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, a minimum of fourteen (14) 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 23, 2019**, 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 22, 2020**, 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.

## CONDITIONAL SUBDIVISION STANDARD CONDITIONS

### 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, a minimum of fourteen (14) 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 23, 2019**, 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 22, 2020**, 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.

## CONDITIONAL SUBDIVISION STANDARD CONDITIONS

### Road Dedication with 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, a minimum of sixteen (16) 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 23, 2019**, 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 22, 2020**, 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.