

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 Spring Roads beginning at 9:00 a.m. Wednesday, July 23, 2014.
4

Members Present: Mr. Eric Leabough, C.P.C., Chairman, (Varina)
Mr. Robert H. Witte, Jr., Vice Chairman (Brookland)
Mr. C. W. Archer, C.P.C., (Fairfield)
Mr. Tommy Branin, (Three Chopt)
Mrs. Bonnie-Leigh Jones, C.P.C. (Tuckahoe)
Mr. David D. O'Kelly, Acting Secretary
Mr. David Kaechele,
Board of Supervisors' Representative

Members Absent: Mr. C. W. Archer, C.P.C., (Fairfield)
Mr. R. Joseph Emerson, Jr., AICP,
Director of Planning, Secretary

Others Present: Ms. Leslie A. News, PLA, Principal Planner
Mr. Kevin D. Wilhite, C.P.C., AICP, County Planner
Mr. Michael F. Kennedy, County Planner
Ms. Christina L. Goggin, AICP, County Planner
Mr. Tony Greulich, C.P.C., County Planner
Mr. Matt Ward, County Planner
Mr. Gregory Garrison, AICP, County Planner
Mr. Lee Pambid, C.P.C., County Planner
Ms. Aimee B. Crady, AICP, County Planner
Ms. Sharon Smidler, Traffic Engineering
Mr. Eric Dykstra, Office Assistant/Recording Secretary

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6 **Mr. David Kaechele, the Board of Supervisors' representative, abstains on all**
7 **cases unless otherwise noted.**
8

9 Mr. Leabough - I call this meeting of the Henrico County Planning
10 Commission to order. This is our plans of development and subdivisions meeting for July
11 23, 2014. If you would, would you please check your cell phones and if they're not on
12 mute or silence, please do so. And as you do that, please rise with us for the Pledge of
13 Allegiance.
14

15 Do we have anyone in the audience from the news media? I don't believe I see anyone.
16 Okay. We have the pleasure of having Mr. Kaechele from the Board of Supervisors
17 sitting with us. Mr. Kaechele, thank you for being with us this year.
18

19 Mr. Kaechele - Glad to be here.
20

21 Mr. Leabough - We have four members of the Commission present.
22 Mr. Archer is not able to be with us this morning, but we do have a quorum and we can
23 conduct business.

24
25 Next I would like to turn over the agenda to our secretary, who, in the absence of
26 Mr. Emerson, is Mr. Dave O'Kelly. Thank for joining us today, Mr. O'Kelly.

27
28 Mr. O'Kelly - Thank you, Mr. Chairman. Good morning, members of the
29 Commission. First on the agenda this morning are the requests for deferrals and
30 withdrawals. Leslie News will present those to the Commission.

31
32 Ms. News - Thank you, Mr. Secretary. Good morning, members of the
33 Commission. We have four requests for deferrals on your agenda this morning. The first
34 is found on page five of your agenda and is located in the Three Chopt District. This is
35 SUB2014-00026, GreenGate (April 2014 Plan). The applicant is requesting a deferral to
36 the August 14, 2014 meeting, which is your zoning meeting.

37
38 *(Deferred from the June 25, 2014 Meeting)*

39
40 **SUBDIVISION**

41
42
43 SUB2014-00026 **Kimley-Horn and Associates, Inc. for ME Nuckols,**
44 GreenGate **LLC:** The 55.68-acre site proposed for 49 single-family
45 (April 2014 Plan) - 12121 dwellings and 234 residential townhouses for sale is
46 W. Broad Street (U.S. located on the north line of Graham Meadows Drive,
47 Route 250) approximately 575 feet west of its intersection with N.
48 Gayton Road, on part of parcels 731-764-5533 and 731-
49 764-4292. The zoning is UMUC, Urban Mixed Use District
50 (Conditional), and WBSO, West Broad Street Overlay
51 District. County water and sewer. **(Three Chopt) 283 Lots**

52
53 Mr. Leabough - Is there anyone in the audience in opposition to the deferral
54 of SUB2014-00026, GreenGate (April 2014 Plan)? There is no opposition.

55
56 Mr. Branin - Mr. Chairman, I'd like to move that SUB2014-00026,
57 GreenGate (April 2014 Plan), be deferred to the August 14, 2014 meeting per the
58 applicant's request.

59
60 Mr. Witte - Second.

61
62 Mr. Leabough - We have a motion by Mr. Branin, a second by Mr. Witte. All in
63 favor say aye. All opposed say no. The ayes have it; the motion passes.

64
65 At the request of the applicant, the Planning Commission deferred SUB2014-00026,
66 GreenGate (April 2014 Plan), to its August 14, 2014 meeting.

67

58 Ms. News - The next item is on page six of your agenda and is located in
59 the Three Chopt District. This is POD2014-00177, GreenGate Section 1. The applicant is
60 requesting a deferral to the August 14th meeting.

61

62 **PLAN OF DEVELOPMENT**

63

POD2014-00177 **Kimley-Horn and Associates, Inc. for ME Nuckols, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 6 three-story residential townhouses for sale. The 9.48-acre site is located on the north line of Graham Meadows Drive, approximately 1,300 feet west of its intersection with N. Gayton Road, on part of parcel 731-764-5533. The zoning is UMUC, Urban Mixed Use District (Conditional), and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

64

65 Mr. Leabough - Is there anyone in the audience in opposition to the deferral
66 of POD2014-00177, GreenGate Section 1? There is no opposition.

67

68 Mr. Branin - Again, Mr. Chairman, I'd like to move that POD2014-00177,
69 GreenGate Section 1, be deferred to the August 14th meeting as well, per the applicant's
70 request.

71

72 Mr. Witte - Second.

73

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

76

77 At the request of the applicant, the Planning Commission deferred POD2014-00177,
78 GreenGate Section 1, to its August 14, 2014 meeting.

79

80 Ms. News - The next item is on page eight of your agenda and located in
81 the Varina District. This is POD2014-00175, Family Dollar at 1276 New Market Road.
82 The applicant is requesting a deferral to the September 24, 2014 meeting.

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94 (Deferred from the June 25, 2014 Meeting)

95

96 **PLAN OF DEVELOPMENT**

97

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

Balzer and Associates, Inc. for Felts & Kilpatrick Construction Company, Inc. and Twin Rivers Capital, LLC: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 8,320 square-foot retail store. The 2.50-acre site is located at the southeast corner of the intersection of New Market Road (State Route 5) and North James Estates Drive, on parcels 802-702-9916, 802-702-8535, 802-702-8929, and 803-702-1005. The zoning is B-1C, Business District Conditional). County water and sewer. **(Varina)**

98

99 Mr. Leabough - Is there anyone in opposition to the deferral of POD2014-
100 00175, Family Dollar at 1276 New Market Road? Sir, you're in opposition to the deferral
101 of the case?

102

103 Male - [Off microphone.] Oh, I'm sorry.

104

105 Mr. Leabough - Okay. Okay. So is there opposition to the deferral of this
106 case? There is none. With that, I move that POD2014-00175, Family Dollar at 1276 New
107 Market Road, be deferred to the September 24, 2014 meeting at the applicant's request.

108

109 Mr. Branin - Second.

110

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

113

114 At the request of the applicant, the Planning Commission deferred POD2014-00175,
115 Family Dollar at 1276 New Market Road, to its September 24, 2014 meeting.

116

117 Ms. News - The next item is found on page 10 of your agenda and
118 located in the Varina District. This is POD2013-00428, Family Dollar at 60 E.
119 Williamsburg Road. The applicant is requesting a deferral to the September 24th
120 meeting.

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129 (Deferred from the May 28, 2014 Meeting)

130

131 **PLAN OF DEVELOPMENT**

132

POD2013-00428 **Balzer and Associates, Inc. for Brick House Manner, Family Dollar at 60 E. Williamsburg Road - 60 E. Williamsburg Road (U.S. Route 60)** **LLC and Twin Rivers Capital, LLC:** Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 8,320 square-foot retail store. The 1.09-acre site is located at the northwest corner of the intersection of E. Williamsburg Road (U.S. Route 60) and Garland Avenue, on parcels 827-716-7805, 827-716-7107, and 827-716-8603. The zoning is B-1, Business District, and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

133

134 Mr. Leabough - Is there anyone in the audience in opposition to the deferral
135 of POD2013-00428, Family Dollar at 60 East Williamsburg Road? There is no
136 opposition. With that I move that POD2013-00428, Family Dollar at 60 East Williamsburg
137 Road, be deferred to September 24, 2014 meeting at the applicant's request.

138

139 Mrs. Jones - Second.

140

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

143

144 At the request of the applicant, the Planning Commission deferred POD2013-00428,
145 Family Dollar at 60 East Williamsburg Road, to its September 24, 2014 meeting.

146

147 Ms. News - Staff is not aware of any further requests.

148

149 Mr. O'Kelly - Mr. Chairman, that takes us to page two of your agenda,
150 Subdivisions Extensions of Conditional Approval. Mr. Lee Pambid will make that
151 presentation.

152

153 Ms. News - Mr. Secretary, did you want to do the expedited agenda?

154

155 Mr. O'Kelly - Oh, there's one case on the expedited agenda.

156

157 Ms. News - Yes, sir.

158

159 Mr. O'Kelly - All right. Okay, Ms. News, would you present the expedited
160 agenda.

161

162 Ms. News - Yes, sir. We have one case on our expedited agenda. It's
163 found on page 27 of your agenda and located in the Fairfield District. This is a plan of

164 development for POD2014-00205, Colortree Expansion Project. Staff recommends
165 approval.

166

167 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

168

POD2014-00205 Colortree Expansion Project – 8000 Villa Park Drive	Jordan Consulting Engineers, P.C. for Villa Park Investors, 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 a 31,860 square-foot warehouse addition to an existing office warehouse building and related parking improvements. The 12.84-acre site is located on the west line of Villa Park Drive, approximately 2,300 feet south of E. Parham Road, on parcel 780-754-7684. The zoning is O/SC, Office Service District (Conditional). County water and sewer. (Fairfield)
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170 Mr. Leabough - Is there anyone in the audience in opposition to the approval
171 of POD2014-00205, Colortree Expansion Project? There is no opposition.

172

173 Mr. Branin - Mr. Chairman, I'd like to move that POD2014-00205,
174 Colortree Expansion Project, be approved on the expedited agenda with the annotations
175 on the plan, standard conditions for developments of this type, and conditions #11B and
176 #29 through #31.

177

178 Mr. Witte - Second.

179

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

182

183 The Planning Commission approved POD2014-00205, Colortree Expansions Project,
184 subject to the annotations on the plans, the standard conditions attached to these
185 minutes for developments of this type, and the following additional conditions:

186

187 11B. Prior to the approval of an electrical permit application and installation of the site
188 lighting equipment, a plan including light spread and intensity diagrams, and
189 fixture specifications and mounting heights details shall be revised as annotated
190 on the staff plan and included with the construction plans for final signature.

191 29. Outside storage shall not be permitted.

192 30. The proffers approved as a part of zoning case C-87C-86 shall be incorporated in
193 this approval.

194 31. The location of all existing and proposed utility and mechanical equipment
195 (including HVAC units, electric meters, junctions and accessory boxes,
196 transformers, and generators) shall be identified on the landscape plan. All
197 building mounted equipment shall be painted to match the building, and all

equipment shall be screened by such measures as determined appropriate by the Director of Planning or the Planning Commission at the time of plan approval.

Ms. News - That completes our expedited agenda.

Mr. Leabough - Thank you.

Mr. O'Kelly - Now, Mr. Chairman, that takes us to page two of your agenda with Subdivision Extensions of Conditional Approval. This presentation will be made by Mr. Lee Pambid.

**SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL
FOR INFORMATIONAL PURPOSES ONLY**

Subdivision	Original No. of Lots	Remaining Lots	Previous Extensions	Magisterial District	Recommended Extension
SUB2011-00054 Kings Manor (July 2011 Plan)	9	9	2	Varina	07/22/2015
SUB2012-00093 Smith Grove at Bacova (July 2012 Plan)	45	27	1	Three Chopt	07/22/2015

Mr. Leabough - Good morning, Mr. Pambid.

Mr. Pambid - Good morning. This map indicates the location of two subdivisions that are presented for extensions of conditional approval. They are eligible for a one-year extension to July 22, 2015. This is for informational purposes only and does not require Commission action at this time.

**FOR PLANNING COMMISSION APPROVAL
SUBDIVISION WITHDRAWAL REQUESTS**

Subdivision	Original No. of Lots	Remaining Lots	Previous Extensions	Magisterial District
SUB2008-00145 Kingsland Green (May 2006 Plan)	56	56	5	Varina

There is also one subdivision that is presented for withdrawal of conditional approval at the applicant's request, and that is Kingsland Green. A substitute case will be heard later this morning. In accordance with the rules and regulations, the Planning Commission must act on this request.

230 This concludes my presentation. Staff can now field any questions you have regarding
231 these.

232
233 Mr. Leabough - Are there any questions for Mr. Pambid from the
234 Commission? Is there anyone in the audience in objection to the withdrawal of
235 SUB2008-00145, Kingsland Green (May 2006 Plan)? There is no opposition, so I move
236 that SUB2008-00145, Kingsland Green (May 2006 Plan), be withdrawn.

237
238 Mrs. Jones - Second.

239
240 Mr. Leabough - We have a motion by Mr. Leabough, second by Mrs. Jones.
241 All in favor say aye. All opposed say no. The ayes have it; the motion passes.

242
243 At the request of the applicant, the Planning Commission withdrew SUB2008-00145,
244 Kingsland Green (May 2006 Plan), from further consideration by the Commission.

245
246 Mr. O'Kelly - Next, Mr. Chairman, is POD2014-00091 on page three of
247 your agenda.

248
249 *(Deferred from the June 25, 2014 Meeting)*

250
251 **PLAN OF DEVELOPMENT**

252
POD2014-00091
GreenGate Phase I –
Infrastructure and Master
Plan - 12121 W. Broad
Street (U.S. Route 250)

Kimley-Horn and Associates, Inc. for ME Nuckols, LLC: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct the first phase of an urban mixed-use development consisting of two entrance roads, improvements to W. Broad Street (U.S. Route 250), and other infrastructure including utilities and storm sewer. The master plan proposes a total of **112,000** ~~122,000~~ square-foot of retail and office space, along with 283 residential lots on a 68.68-acre site, including parcels 731-764-5533 and 731-764-4292. The 13.0-acre site for Phase I is located on the south line of W. Broad Street (U.S. Route 250), approximately 540 feet west of its intersection with N. Gayton Road, on part of parcel 731-764-5533. The zoning is UMUC, Urban Mixed Use District (Conditional), and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

253
254 Mr. Leabough - Is there anyone in the audience in opposition to POD2014-
255 00091, GreenGate Phase 1 – Infrastructure and Master Plan? There is no opposition,
256 Mr. Wilhite.

257

8 Mr. Wilhite - Thank you, Mr. Chairman. This plan represents the first
259 phase of the GreenGate mixed-use development. This consists of two roads coming
260 from West Broad Street. Both will be ultimately dedicated as public right of way. It will
261 also consist of road improvements along the West Broad Street frontage and associated
262 infrastructure such as public utilities and storm sewer.

263
264 The revised plans were included in your original packet. They had been reviewed by the
265 time the agenda was prepared. Staff has completed its review. The annotated plans
266 were handed out this morning to you. Essentially, the revised plans show some
267 annotations dealing with the main street, the intersection at this location. There are some
268 slight revisions required by the traffic engineer to be able to approve this layout to this
269 intersection. The sidewalk along West Broad Street will be located within the West Broad
270 Street Overlay buffer. This will require a pedestrian access easement to be granted by
271 the developer to the County.

272
273 Also, along the westernmost road from West Broad Street, the applicant is proposing a
274 median crossover on West Broad Street. This wasn't part of the original master plan
275 book, and VDOT has concerns to the spacing of this median location, so a waiver would
276 have to be approved by VDOT. The developer is pursuing that at this time. If the waiver
277 is not granted, the median crossover would go away, and staff does not have a concern
278 about the median not being there ultimately if that's the case.

279
30 The master plan in the packet, there's one correction I have to note. The caption says
281 122,000 square-feet; it's 112,000 square-feet and it's consistent with scheme A of the
282 master plan book. The residential portion, shown here, is proffered at a maximum of 300
283 units. The conditional plan was originally on this agenda; it's being deferred as there are
284 still some issues that are being worked out on that. That plan currently shows 283 lots;
285 under the 300 that was proffered.

286
287 Staff is in the position to recommend approval of this revised plan. I would note that all of
288 the future development plans will have to come back to you for Planning Commission
289 approval, both the commercial portion of the development and the residential portion. So
290 staff does recommend approval of this plan as it shows on page one of your addendum.
291 I'm happy to answer any questions.

292
293 Mr. Leabough - Are there questions for Mr. Wilhite?

294
295 Mr. Kaechele - I have a question. If they have that second crossover, would
296 a signal be required there?

297
298 Mr. Wilhite - I do not believe so. A signal was being looked at for the
299 eastern most road. But there had not been any discussion about a signal at the other
300 one.

301
302 Mr. Kaechele - Okay. Do you know approximately how far apart they are?
303

304 Mr. Wilhite - I think the requirement from VDOT is 660 feet, and it is less
305 than that.

306

307 Mr. Kaechele - Okay.

308

309 Mr. Wilhite - I'm not sure exactly what the spacing is, but it does not meet
310 VDOT's requirements.

311

312 Mr. Kaechele - But that's under consideration, right?

313

314 Mr. Wilhite - Excuse me, sir?

315

316 Mr. Kaechele - That crossover is still under consideration.

317

318 Mr. Wilhite - Yes. That is something proposed by the applicant; it wasn't
319 part of the original master plan book. So VDOT noted that it does not meet their spacing
320 requirements. And in order to construct it, a waiver would have to be granted.

321

322 Mr. Kaechele - Okay.

323

324 Mr. Wilhite - That has not been done at this point.

325

326 Mr. Leabough - Other questions for Mr. Wilhite? There are none? Thank you,
327 sir.

328

329 Mr. Branin - I would like to talk to the applicant, but I also would like to talk
330 to Traffic.

331

332 Mr. Leabough - Which order?

333

334 Mr. Branin - Let's go with Traffic first.

335

336 Mr. Leabough - Okay. Would someone from Public Works, Traffic
337 Engineering, please come forward?

338

339 Ms. Smidler - Good morning. I'm Sharon Smidler, Henrico Public Works,
340 Traffic.

341

342 Mr. Branin - Good morning. Just your opinion of the two entrances,
343 County-wise.

344

345 Ms. Smidler - County-wise they meet the appropriate spacing. VDOT has
346 different standards, and their western-most access needed a waiver. The County's
347 Public Works, Traffic is okay with proceeding. If VDOT doesn't allow the western access
348 point from westbound Broad Street, they can still have a right in/right out.

349

350 Mr. Branin - Right in/right out.
351
352 Ms. Smidler - Yes.
353
354 Mr. Branin - Okay. And there are also two other connections back to
355 Graham Meadows, correct?
356
357 Ms. Smidler - Correct.
358
359 Mr. Branin - So we wouldn't be pushing the limit of single access because
360 we have multiple accesses either way.
361
362 Ms. Smidler - Correct.
363
364 Mr. Branin - Okay, okay. That's all I have for Traffic.
365
366 Mr. Leabough - Are there other questions for Traffic? Thank you.
367
368 Ms. Smidler - Thank you.
369
370 Mr. Leabough - Would the applicant please come forward?
371
372 Mr. Kukoski - Good morning. I'm Mark Kukoski with Eagle Construction
373 representing the owner.
374
375 Mr. Branin - Good morning, Mr. Kukoski. Do you have any idea when
376 you'll be hearing back from VDOT?
377
378 Mr. Kukoski - We're working on that. I don't have a time period. There are
379 similar cases between here and Interstate 64 to the east. There are two other cases
380 where there are instances that have that left turn movement that's not signalized. And we
381 hope that that sets a precedent, and we're working on that with VDOT.
382
383 Mr. Branin - Okay, good. When is this looking to get underway?
384
385 Mr. Kukoski - Well obviously, pending client approval, we were hoping to
386 start this fall.
387
388 Mr. Branin - This fall. It's going to be busy out there on Broad Street.
389
390 Mr. Kukoski - We hope so.
391
392 Mr. Branin - I have no further questions for the applicant.
393
394 Mr. Leabough - Other questions from the Commission? If not, thank you, sir.
395

396 Mr. Kukoski - Thank you.

397

398 Mr. Leabough - Mr. Branin?

399

400 Mr. Branin - All right. Mr. Chairman, I'd like to move that POD2014-00091,
401 GreenGate Phase 1 – Infrastructure and Master Plan, be approved with standard
402 conditions for plans of development, additional conditions #29 through #38, and the
403 revised plan on the addendum.

404

405 Mr. Witte - Second.

406

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

409

410 The Planning Commission approved POD2014-00091, GreenGate Phase 1 –
411 Infrastructure and Master Plan, subject to the annotations on the plans, the standard
412 conditions attached to these minutes for developments of this type, and the following
413 additional conditions:

414

415 29. The subdivision plats for Main Street and Road A shall be recorded prior to or
416 concurrent with the recordation of any subdivision plats for any residential
417 dwelling units and before any occupancy permits are issued for commercial units.

418 30. The right-of-way for widening of W. Broad Street (U.S. Route 250) as shown on
419 approved plans shall be dedicated to the County prior to any occupancy permits
420 being issued. The right-of-way dedication plat and any other required information
421 shall be submitted to the County Real Property Agent at least sixty (60) days prior
422 to requesting occupancy permits.

423 31. The entrances and drainage facilities on W. Broad Street (U.S. Route 250) shall
424 be approved by the Virginia Department of Transportation and the County.

425 32. A notice of completion form, certifying that the requirements of the Virginia
426 Department of Transportation entrances permit have been completed, shall be
427 submitted to the Department of Planning prior to any occupancy permits being
428 issued.

429 33. A concrete sidewalk meeting VDOT standards shall be provided along the south
430 side of W. Broad Street (U.S. Route 250).

431 34. The proffers approved as a part of zoning cases REZ2014-00009 and PUP2014-
432 00006 shall be incorporated in this approval.

433 35. A construction staging plan which includes details for traffic control, fire protection,
434 stockpile locations, construction fencing and hours of construction shall be
435 submitted for County review and prior to the approval of any final construction
436 plans.

437 36. Approval of the construction plans by the Department of Public Works does not
438 establish the curb and gutter elevations along the Virginia Department of
439 Transportation maintained right-of-way. The elevations will be set by the
440 contractor and approved by the Virginia Department of Transportation.

37. All subsequent detailed plans of development needed to implement this conceptual plan shall be submitted for staff review and Planning Commission approval, and shall be subject to all regulations in effect at the time such subsequent plans are submitted for review/ approval.
38. The limits and elevations of the **Special Flood Hazard Area** shall be conspicuously noted on the plan and labeled "**Limits of Special Flood Hazard Area.**" In addition, the delineated **Special Flood Hazard Area** must be labeled "Variable Width Drainage and Utility Easement." The easement shall be granted to the County prior to the issuance of any occupancy permits.

(Deferred from the June 25, 2014 Meeting)

PLAN OF DEVELOPMENT AND LIGHTING PLAN

<p>POD2014-00152 Dollar General at 202 E. Williamsburg Road – E. Williamsburg Road (U.S. Route 60)</p>	<p>Highmark Engineering for Alan Strawderman and Par 3 Development, 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 a one-story, 9,100 square-foot retail building. The 1.58-acre site is located on the north line of E. Williamsburg Road (U.S. Route 60), approximately 250 feet east of N. Raines Avenue, on parcel 828-715-5292. The zoning is B-1, Business District, and ASO, Airport Safety Overlay District. County water and sewer. (Varina)</p>
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Mr. Leabough - Is there anyone in the audience in opposition to POD2014-00152, Dollar General at 202 E. Williamsburg Road? There's no opposition. Good morning, Ms. Crady.

Ms. Crady - Good morning. The proposal for the Dollar General store would be located on the north line of East Williamsburg Road. Staff has confirmed that the proposed entrance to East Williamsburg Road has been approved by the Virginia Department of Transportation and the Department of Public Works, Traffic Engineering. The staff plan shows a pedestrian connection from the existing sidewalk and Williamsburg Road to the building entrance here. Also, a vinyl fence is proposed to connect to the dumpster area back here. It goes to the back of the property line, extends along the back, and comes down this east side property line adjacent to an existing residential use. The fence is to be vinyl, confirmed by the applicant. The landscape plan is going to return to the Commission for additional review and approval at a later date.

The revised elevations incorporating pedestrian scale design elements to the prominent building frontage areas, and that would be the corner adjacent to the parking spaces. An awning has been added to this corner of the building. Some spandrel glass will be on the final building plans and has been confirmed by the applicant to be provided along the Williamsburg Road frontage to provide a faux storefront effect. The building is primarily brick with EIFS top and brick pilasters and relief throughout all four sides of the building.

477

478 The lighting plans are also included for approval, and these are confirmed to be
479 concealed source and provide adequate spread for security lighting throughout the
480 parking lot and pedestrian areas. They meet the minimum standards required.

481

482 Staff can recommend approval of the plan subject to the annotations on the plan,
483 standard conditions for developments of this type, and the additional conditions 9
484 amended, 11B, and conditions 29 through 35 listed in your agenda. The applicant's
485 representative, Bryant Gammon, is here, as well as a representative from Par 3
486 Development. And I'm happy to answer any questions that the Commission may have of
487 staff.

488

489 Mr. Leabough - Ms. Crady, I have one quick question related to the fence.
490 There will be a fence that screens this property from the adjacent property in the rear?

491

492 Ms. Crady - Yes. Back along the east property line. If you look at the
493 aerial there is a residence. This parcel is actually zoned Business, but there is a
494 remaining house and pool. It's my understanding that the pool is not currently in use, but
495 staff was concerned that should they want to make use of that area again, instead of
496 converting to business, that we should prepare for that potential and screen their
497 property. We had gotten a wooden fence, but now they have changed it to vinyl per
498 preference from staff and from the Commission.

499

500 Mr. Leabough - The architectural are always a concern. But it is pretty
501 consistent with the recently developed properties in the area?

502

503 Ms. Crady - Yes. The Roma's retail site is right in here, this white-top
504 building. They have a lot all the way around it, and it's very similar in that it has brick with
505 pilasters. And the awning is on the front of that building as well. So it's consistent with
506 the other new development.

507

508 Mr. Leabough - All right. Thank you, ma'am. Are there other questions for Ms.
509 Crady? All right. Would the applicant please come forward?

510

511 Mr. Gammon - My name is Bryant Gammon.

512

513 Mr. Leabough - Good morning, Mr. Gammon. I don't want you to do a
514 presentation, but I just want to make certain that I state this because we have a number
515 of dollar stores that are popping up in our area. That's not a part of the decision that
516 we're making today, whether this dollar store can or cannot go there because this is
517 merely a POD approval request. But just asking that you all would be good neighbors to
518 the folks around you. And I appreciate you all being willing to work with us on the vinyl
519 fencing. Maintenance is always a concern for commercial property. I know it's always
520 cheaper to put up a wood fence. It's probably more expensive to have to come back a
521 few years later to put up another wooden fence because the one that's there isn't being
522 properly maintained or just over time deteriorates.

523

524 But I just want to go on the record that this is a POD approval. I do have concerns that
525 there is another dollar store popping up a block and a half away. But that's not a part of
526 the approval that we have before us today. So to the extent that you can, I ask that you
527 all be good neighbors. If there are any trash issues or safety issues that you all address
528 those immediately. All right? Thank you, sir. And you all agree to doing that I assume?

529

530 Mr. Gammon - Yes, sir.

531

532 Mr. Leabough - Thank you. All right. With that I move that POD2014-00152,
533 Dollar General at 202 E. Williamsburg Road, be approved subject to standard conditions
534 for developments of this type, annotations on the plans, and the additional conditions #9
535 amended, #11B, and #29 through #35 on the revised plan as noted on the addendum.

536

537 Mrs. Jones - Second.

538

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

541

542 The Planning Commission approved POD2014-00152, Dollar General at 202 E.
543 Williamsburg Road, subject to the annotations on the plans, the standard conditions
544 attached to these minutes for developments of this type, and the following additional
45 conditions:

546

547 9. **AMENDED** - A detailed landscaping plan shall be submitted to the Department of
548 Planning for review and Planning Commission approval prior to the issuance of any
549 occupancy permits.

550 11B. Prior to the approval of an electrical permit application and installation of the site
551 lighting equipment, a plan including light spread and intensity diagrams, and
552 fixture specifications and mounting heights details shall be revised as annotated
553 on the staff plan and included with the construction plans for final signature.

554 29. The right-of-way for widening of E. Williamsburg Road (U.S. Route 60) as shown
555 on approved plans shall be dedicated to the County prior to any occupancy
556 permits being issued. The right-of-way dedication plat and any other required
557 information shall be submitted to the County Real Property Agent at least sixty
558 (60) days prior to requesting occupancy permits.

559 30. The entrances and drainage facilities on E. Williamsburg Road (U.S. Route 60)
560 shall be approved by the Virginia Department of Transportation and the County.

561 31. A notice of completion form, certifying that the requirements of the Virginia
562 Department of Transportation entrances permit have been completed, shall be
563 submitted to the Department of Planning prior to any occupancy permits being
564 issued.

565 32. A concrete sidewalk meeting VDOT standards shall be provided along the north
566 side of E. Williamsburg Road (U.S. Route 60).

567 33. Outside storage shall not be permitted.

- 568 34. Approval of the construction plans by the Department of Public Works does not
 569 establish the curb and gutter elevations along the Virginia Department of
 570 Transportation maintained right-of-way. The elevations will be set by the
 571 contractor and approved by the Virginia Department of Transportation.
 572 35. The location of all existing and proposed utility and mechanical equipment
 573 (including HVAC units, electric meters, junctions and accessory boxes,
 574 transformers, and generators) shall be identified on the landscape plan. All
 575 building mounted equipment shall be painted to match the building, and all
 576 equipment shall be screened by such measures as determined appropriate by the
 577 Director of Planning or the Planning Commission at the time of plan approval.
 578

579 **SUBDIVISION**

580 SUB2014-00091 **Bay Companies, Inc. for Atack/Hermitage, LLC and**
 Hermitage Townes (July **Atack Properties, Inc.:** The 15.0-acre site proposed for
 2014 Plan) – 8100 – 8200 54 residential townhomes for sale is located on the west
 Staples Mill Road (U.S. line of Staples Mill Road (U.S. Route 33), approximately
 Route 33) 450 feet north of Wistar Road, on parcels 770-752-7621,
 770-752-9456, and 770-752-3830, and part of parcel 771-
 752-1713. The zoning is RTHC, Residential Townhouse
 District (Conditional), and C-1C, Conservation District
 (Conditional). County water and sewer. **(Brookland) 54**
Lots

581
 582 Mr. Leabough - Is there anyone in opposition to SUB2014-00091, Hermitage
 583 Townes (July 2014 Plan)? There's no opposition. Good morning, Ms. Goggin.
 584

585 Ms. Goggin - Good morning, Commission. The applicant is requesting
 586 conditional approval to construction 54 residential townhomes for sale. The proposed
 587 plat is in accordance with the proffered concept plan for REZ2014-00015, as approved
 588 by the Board of Supervisors at their May 13, 2014 meeting. The plan provides a six-foot
 589 fence on the southern property line, which is right here, and provides a 100-foot buffer
 590 adjacent to the western property line per adopted proffers. That 100-foot buffer is down
 591 here. There are approximately seven acres of wetlands and floodplain on the northern
 592 side of the development providing an undisturbed natural buffer between this project and
 593 the residents of Hermitage Farm annex subdivision. So all this area is floodplain and
 594 wetlands, and it will remain undisturbed with this project.
 595

596 Because this is a townhouse development, the Planning Commission will review a plan
 597 of development with architectural elevations when it is submitted in the future. Staff
 598 recommends conditional approval subject to the annotations on the plan, standard
 599 conditions for residential townhouses for sale, and additional conditions #15 through #19
 600 in your agenda are recommended. I would be happy to answer any questions the
 601 Commission may have of me. Rick Melchor, the developer, as well as Dan Caskie, the
 602 engineer, are here should you have any questions for them.
 603

4 Mr. Leabough - Any questions for Ms. Goggin? Mr. Witte, would you like to
605 hear from the applicant?
606

607 Mr. Witte - I don't think that's necessary, unless the Board has
608 questions.
609

610 Mr. Leabough - Does anyone have questions for the applicant.
611

612 Mr. Witte - All right. Mr. Chairman, I move conditional approval for the
613 SUB2014-00091, Hermitage Townes (July 2014 Plan), as presented, subject to the
614 annotations on the plan, standard conditions for subdivisions served by public utilities,
615 and additional conditions #15 through #19 as shown on the agenda.
616

617 Mr. Branin - Second.
618

619 Mr. Leabough - We have a motion by Mr. Witte, a second by Mr. Branin. All in
620 favor say aye. All opposed say no. The ayes have it; the motion passes.
621

622 The Planning Commission granted conditional approval to SUB2014-00091, Hermitage
623 Townes (July 2014 Plan), subject to the standard conditions attached to these minutes
624 for subdivisions served by public utilities, the annotations on the plans, and the following
625 additional conditions:
6

627 15. The limits and elevation of the **Special Flood Hazard Area** shall be
628 conspicuously noted on the plat and construction plans and labeled "**Limits of**
629 **Special Flood Hazard Area.**" Dedicate the **Special Flood Hazard Area** as a
630 "Variable Width Drainage & Utilities Easement."

631 16. Any necessary offsite drainage easements must be obtained prior to final
632 approval of the construction plan by the Department of Public Works.

633 17. The proffers approved as part of zoning cases C-93C-86 and REZ2014-00015
634 shall be incorporated in this approval.

635 18. The final plat for recordation shall contain information showing The Chesapeake
636 Bay Preservation areas, if any, in accordance with Chapter 19, Section 19-72
637 (18), of the Henrico County Code, as determined by the Director of Public Works.

638 19. Any future building lot containing a BMP, sediment basin or trap and located
639 within the buildable area for a principal structure or accessory structure may be
640 developed with engineered fill. All material shall be deposited and compacted in
641 accordance with the Virginia Uniform Statewide Building Code and geotechnical
642 guidelines established by a professional engineer. A detailed engineering report
643 shall be submitted for the review and approval by the Building Official prior to the
644 issuance of a building permit on the affected lot. A copy of the report and
645 recommendations shall be furnished to the Directors of Planning and Public
646 Works.
647

648 Mr. Leabough - Before we move forward, Mr. Strong has snuck in again. I'm
649 assuming that he was out covering all the great things going on in the County. Thank you
650 for being here, sir. Mr. O'Kelly, sorry about that.

651

652 **SUBDIVISION**

653

SUB2014-00087 **Townes Site Engineering, P.C. for Michael D. Sifen, Inc.:** The 77.81-acre site proposed for 120 single-family homes is located at the northwest corner of the intersection of Buffin Road and Kingsland Road, on parcel 821-678-7061. The zoning is R-3C, One-Family Residential District (Conditional). County water and sewer.
(Varina) 120 Lots

654

655 Mr. Leabough - Is there anyone in opposition to SUB2014-00087, Kingsland
656 Greene (July 2014 Plan)? There is no opposition. Good morning, Mr. Garrison.

657

658 Mr. Garrison - Good morning. The applicant is requesting approval of 120
659 single-family homes. The revised plan in your addendum replaces the May 2006 Plan
660 that was just withdrawn for 56 lots under A-1 zoning requirements. Approval of this July
661 2014 Plan is pursuant to R-3C zoning requirements and proffered conditions recently
662 approved with REZ2013-00023.

663

664 The layout is in general conformance with the conceptual layout approved with that
665 rezoning case with the exception of removing one point of access from Buffin Road.
666 Removal of this access was requested by concerned citizens at one of several meetings
667 during the rezoning process. However, there will be no more than 50 lots permitted on a
668 single point of access in accordance with County standards.

669

670 On Monday, July 21st, staff received two requests from adjacent property owner,
671 Mr. Eberly, who cannot be here today, but wanted his request on public record.
672 Mr. Eberly would like the proposed lots behind his house removed and a double
673 staggered row of Leyland Cypress planted along the side of his property.

674

675 I will note that the revised plan in your addendum does meet all technical requirements
676 for staff to recommend approval subject to the annotations on the plan, standard
677 conditions for conditional subdivisions, and added conditions #14 through #19.

678

679 Brian Mitchell with Townes Engineering is available to answer Mr. Eberly's request, and
680 staff is available to answer any questions that you may have.

681

682 Mr. Leabough - Do you have a question, Mrs. Jones?

683

684 Mrs. Jones - After you.

685

586 Mr. Leabough - Okay. One concern that I have is the number of trees, and I
687 think staff noted this as well. The proffered condition included two trees per lot. So this
688 revised plan addresses that, it appears.
689
690 Mr. Garrison - Yes, sir, it does. This is conceptual in nature. We don't have
691 species or anything like that, but it does show two trees per lot.
692
693 Mr. Leabough - The other concern that I'll raise, and I don't know because
694 this is just conceptual in nature, but straddling the property line and the issues that could
695 come from that. I can't tell, but it looks like the canopies basically are right up on that
696 property line.
697
698 Mr. Garrison - Are you referring to Mr. Eberly's property?
699
700 Mr. Leabough - No, no, no. If you look at the lot lines, it looks like the trees
701 are right on the lot lines. It's hard to tell with this plan, but I would hope that they would
702 kind of center them more as opposed to straddling the property line. I know this is just
703 conceptual and it's hard to tell distances.
704
705 Mr. Garrison - Once the utility plan comes in—I assume that this was done
706 to accommodate utilities, driveways, because the driveways aren't known at this point,
707 where they're going to be.
708
709 Mr. Leabough - Okay. Mrs. Jones.
710
711 Mrs. Jones - Two things. Do I recall we have a significant berm?
712
713 Mr. Garrison - Yes, ma'am. Along Buffin and Kingsland Road this is a berm.
714
715 Mrs. Jones - And that remains. I want to make sure.
716
717 Mr. Garrison - Yes, ma'am.
718
719 Mrs. Jones - Yes. That was a big concern. So that's good; okay. And the
720 other thing is I probably misunderstood what you said, but with eliminating an entrance,
721 that gives us two. There's our berm. Okay. That gives us two entrances I'm looking at for
722 120 lots. Am I missing something here? How many entrances to this neighborhood?
723
724 Mr. Garrison - Two entrances.
725
726 Mrs. Jones - We can't have more than 50 per entrance.
727
728 Mr. Garrison - Correct. There is a choke point and the traffic engineer could
729 probably answer this better than I could. There is a choke point that the engineer had
730 shown that—it's supposed to be done in phases obviously, a first phase and a second
731 phase. And no more than 50 lots can come out on this single point-of-access here. After

732 that is complete and the second entrance opens up, then it kind of—I mean it's not
733 divided. You don't have 120 lots, divide it by two, and get 60 lots coming out.
734
735 Mrs. Jones - Okay. But we meet our standards for safety and for our
736 Henrico County code.
737
738 Mr. Garrison - Yes, ma'am.
739
740 Mr. Leabough - Your question relates to the one point-of-access. So our
741 policy says that there won't be more than 50 homes off of one point-of-access. Let's say
742 if it's 200 homes. Does it require three points of access?
743
744 Mr. Branin - The policy doesn't state for every 50 lots you have to have an
745 entrance; it stops at one set for 50.
746
747 Mrs. Jones - The reason I was asking is the way in which you said it I
748 thought maybe I had misunderstand the requirement. So thank you for confirming that.
749
750 Mr. Leabough - I wanted to make sure I was clear. The removal of the
751 additional road near the Eberly's property was something that I guess was discussed
752 outside of our approval process or recommendation. And that was done at the Board
753 meeting, I presume, or prior to the Board meeting?
754
755 Mr. Garrison - Yes. Before the Board meeting there were some meetings
756 with the adjacent property owners, the Board member and staff. And it had come up
757 then. The applicant has accommodated the adjacent property owner.
758
759 Mr. Leabough - But there were originally three points-of-access.
760
761 Mr. Garrison - Yes sir, there were originally three points-of-access.
762
763 Mr. Leabough - Okay. Other questions for Mr. Garrison? Thank you, sir.
764 Would the applicant please come forward?
765
766 Mr. Mitchell - Good evening. My name is Brian Mitchell with Townes Site
767 Engineering. I'm representing the applicant. I'd be happy to take your questions.
768
769 Mr. Leabough - Thank you, Mr. Mitchell. Two questions were posed by
770 Mr. Eberly, who wasn't able to be here. One related to the Leyland Cypress on the
771 property line, and the other related to the lots that were being proposed behind his home.
772 Could you please address those?
773
774 Mr. Mitchell - Sure. The applicant certainly spoke to the Eberlys about it.
775 Jim Theobald actually represented the applicant at the zoning level. After the zoning
776 hearing, he actually wrote a little letter speaking to this issue, so I thought I'd just read
777 that as far as the tree save goes.

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At a recent Board of Supervisors' hearing, the Eberlys expressed concern about the lack of a buffer along the rear of the line adjacent to the portion of Sifen's proposed development. Don Smith with Michael Sifen agreed to additional trees in the rear of the proposed lots provided—I'm sorry. Don Sifen agreed to leave additional trees in the rear of the proposed lots provided that they do not conflict with any required easements. The trees will not be part of any required buffer in a common area or not a proffered condition nor proposed subdivision landscape plan condition. Sifen's commitment assumes that the Eberlys will also leave trees on their side of the line. The commitment Sifen made was in the spirit of being a good neighbor and the desire to mitigate potential impacts on the Eberlys. As the construction process commences in the future, they are always welcome to call me or Don Smith should any questions arise.

I think also I'll just speak to what we've done as far as the design process goes. Yes, it is true we used to have an entrance at this location. We did work to remove that entrance in the spirit of being good neighbors. In addition, the approved zoning schematic actually included a stormwater management BMP pond back in this area, which is the low point of the property. There is a creek that basically drains back in this direction, so this is the low end of the creek.

We worked during the layout phase of this to actually move that BMP over to this location away from the Eberlys as well.

Thirdly, we are pretty far along in construction plans for this subdivision. I've graded out this roadway in this area, and I've got it so that we really aren't doing more than a foot or two of cut or fill in there. So when we do the road clearing for this area, we'll really only clear probably the first 20 or 30 feet of that roadway. So I mean certainly the builder when he comes in can take down what he deems appropriate as far as trees to building a house or what they plan to leave for the lot. But as far as the road construction, we're probably going to leave I'd say 60 feet of trees in there for the builder to then pick and choose what they deem appropriate.

So those are some of the things that we've done I think to accommodate the Eberlys. I think that's certainly been the spirit of what was agreed to.

Mr. Leabough - Has a builder been selected at this point?

Mr. Mitchell - No. Premier Homes has looked at it. Steve [unintelligible], who is with Premier Homes, came to a number of the zoning meetings. He's likely going to be the builder for the subdivision.

Mr. Leabough - So he's aware of the concerns regarding saving trees.

Mr. Mitchell - That's correct.

823 Mr. Leabough - And whoever you select, I'm hoping that you all will
824 communicate what you just shared with us.

825
826 Mr. Mitchell - Yes, sir.

827
828 Mr. Leabough - I did have another question related to the BMP since it's
829 going to be a wet pond. I just encourage you all to do what you can to sort of protect that
830 area from children. Typically dry ponds aren't problem, but wet ponds to me represent a
831 potential risk or potential issue. So to the extent that you could put up some fencing with
832 landscaping around it or some sort of vegetation that would prevent kids from being able
833 to get into that pond or grades or what have you that would restrict access to that area,
834 that would be great. So you agree to look at potential ways to address that?

835
836 Mr. Mitchell - Yes.

837
838 Mr. Leabough - Are there other questions for Mr. Mitchell? Thank you, sir.

839
840 Mr. Garrison - I'd like to remind you that the landscape plan will be coming
841 back for review for the proffered conditions. So that will be an opportunity to look at the
842 trees, the buffer, the berm, tree save.

843
844 Mr. Leabough - Thank you. All right. If there are no other questions, I move
845 approval of SUB2014-00087, Kingsland Greene (July 2014 Plan), subject to annotations
846 on the plans, standard conditions for conditional subdivisions, and additional conditions
847 #14 through #19, as well as the revised plans as noted in the addendum.

848
849 Mrs. Jones - Second.

850
851 Mr. Leabough - We have a motion by Mr. Leabough, a second by Mrs. Jones.
852 All in favor say aye. All opposed say no. The ayes have it; the motion passes.

853
854 The Planning Commission granted conditional approval to SUB2014-00087, Kingsland
855 Greene (July 2014 Plan), subject to the standard conditions attached to these minutes
856 for subdivisions served by public utilities, the annotations on the plans, and the following
857 additional conditions:

- 858
859 14. Each lot shall contain at least 12,500 square-feet.
860 15. Prior to requesting the final approval, a draft of the covenants and deed
861 restrictions for the maintenance of the common area by a homeowners
862 association shall be submitted to the Department of Planning for review. Such
863 covenants and restrictions shall be in a form and substance satisfactory to the
864 County Attorney and shall be recorded prior to recordation of the subdivision plat.
865 16. A landscape plan providing the details for yard tree landscaping, supplemental
866 plantings, and landscaping to be provided within the 50-foot wide planting strip
867 easement along Kingsland Road and the 35-foot wide planting strip easement

906 Mr. Leabough - Any questions for Mr. Ward? No questions. Mr. Witte, would
907 you like to hear from the applicant?
908
909 Mr. Witte - I would like to hear from the applicant, please.
910
911 Mr. Leabough - Would the applicant please come forward?
912
913 Mr. Rempe - Good morning, Mr. Chairman, board members. My name is
914 Mark Rempe, and I'm with Emerald Land Development.
915
916 Mr. Witte - Mr. Rempe, I have one question. Are you agreeable to an
917 1800-square-foot minimum on the three new homes you're going to put in there?
918
919 Mr. Rempe - We were thinking 1,600 and above on the house size.
920
921 Mr. Witte - I believe Mr. Ward has come up with a figure just under 1,800
922 square-feet as the average. I was thinking that 1,800 square-feet as a minimum would fit
923 right in.
924
925 Mr. Rempe - Okay, we can do that.
926
927 Mr. Witte - Okay. I have no further questions.
928
929 Mr. Leabough - Other questions for Mr. Rempe? Thank you. I'll entertain a
930 motion.
931
932 Mr. Witte - All right, Mr. Chairman. I move conditional approval of
933 conditional SUB2014-00072, Laurel Pines (June 2014 Plan), as presented, subject to the
934 annotations on the plans, standard conditions for subdivisions of this type served by
935 public utilities, additional conditions #13 through #15 as shown on the agenda, as well as
936 the 1,800-square-foot minimum.
937
938 Mrs. Jones - Second.
939
940 Mr. Leabough - We have a motion by Mr. Witte, a second by Mrs. Jones. All
941 in favor say aye. All opposed say no. The ayes have it; the motion passes.
942
943 The Planning Commission granted conditional approval to SUB2014-00072, Laurel
944 Pines (June 2014 Plan), subject to the standard conditions attached to these minutes for
945 subdivisions served by public utilities, the annotations on the plans, and the following
946 additional conditions:
947
948 13. Each lot shall contain at least 8,000 square-feet.
949 14. The details for the landscaping to be provided within the 15-foot wide no
950 ingress/egress landscaping strip easement along Hungary Road shall be

951 submitted to the Department of Planning for review and approval prior to
952 recordation of the plat.
953 15. A County standard sidewalk shall be constructed along the north side of Hungary
954 Road.
955

956 PLAN OF DEVELOPMENT AND LIGHTING PLAN 957

POD2014-00223 **Kimley-Horn and Associates for Staples Mill Square Associates, LLC and Aldi, Inc. Josh Walls:** Request for approval of a plan of development and lighting plan, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a one-story, 16,653 square-foot grocery store on an outparcel in an existing shopping center. The 1.63-acre site is located on the east line of Staples Mill Road (U.S. Route 33), approximately 760 feet west of Old Staples Mill Road, on part parcel 769-757-3208. The zoning is B-2C, Business District (Conditional). County water and sewer. **(Brookland)**

958
959 Mr. Leabough - Is there anyone here in opposition to POD2014-00223, Aldi
960 Grocery Store at Staples Mill Square Shopping Center? There is no opposition. Good
961 morning again, Mr. Ward.
962

963 Mr. Ward - Good morning. On page two of the addendum we have the
964 revised architectural and lighting plan as well as staff's recommendation.
965

966 As you can see on the site plan, this proposal is for a second Aldi store in Henrico. This
967 is 16,653 square-feet with the canopy adding an additional 600 square-feet for our
968 17,000 square-foot overall, under roof building. It will be located on the eastern outparcel
969 of the shopping center and accessible from one of the shopping center's main entrances.
970 As annotated on the plan, the applicant has agreed to two raised landscape islands here
971 in the front and the side of the building to meet county standards for public parking and
972 interior green space requirements.
973

974 Also, the revised lighting plan shows 12 new light poles that will be going in throughout
975 the parking lot, and these are LED light fixtures. They do provide adequate levels
976 throughout the parking lot and along the front and sides of the building. The applicant
977 has agreed to work with staff to make sure we coordinate the proposed lights to match
978 those within the existing shopping center.
979

980 For the building elevations, we do have revised plans that show some additional features
981 added to the walls. It's a high-quality primarily brick building on all four sides. Each
982 building wall does exhibit a continuous cornice above and then the defined pilasters
983 going down the sides of the building and brick soldier course as well. Further detail was
984 added on the brick parapet walls, so those are completely dressed up with brick on both

985 sides. We also have a varied building to make sure that the corners and any rooftop
986 equipment has been properly screened through use of the pilasters.
987
988 Staff can now recommend approval of the plan of development and the lighting plan with
989 standard conditions for developments of this type and the annotations on the plan, as
990 well as #11B for the lighting plan, and conditions #29 through #35. I'd be happy to
991 answer any questions the Commission may have of me. And you have Mark Boyd here,
992 the engineer from Kimley-Horn. And then Joshua Walls is here representing Aldi.
993
994 Mr. Leabough - Are there questions for Mr. Ward? Would you like to hear
995 from the applicant?
996
997 Mr. Witte - Yes, I'd like to hear from the applicant, please.
998
999 Mr. Walls - Good morning. Joshua Walls, Director of Real Estate with
1000 Aldi.
1001
1002 Mr. Witte - Thank you, sir. I want to make a comment first about the
1003 efforts you've put in to hide the rooftop HVAC units. It makes it much more pleasant to
1004 look at. I also want to mention the fact that you're going to put the evergreens in pretty
1005 much around the perimeter of the property. You have agreed to that, correct?
1006
1007 Mr. Walls - Yes, sir.
1008
1009 Mr. Witte - And the raised island was an issue, but you've taken care of
1010 that. Is that correct?
1011
1012 Mr. Walls - The raised island for the landscaping?
1013
1014 Mr. Witte - Right.
1015
1016 Mr. Walls - Yes, sir. Yes.
1017
1018 Mr. Witte - Okay. I have no further questions then.
1019
1020 Mr. Leabough - Are there any other questions from the Commission?
1021
1022 Mr. Branin - This is the first Aldi grocery store coming into the Richmond
1023 area or is it the second?
1024
1025 Mr. Leabough - Mrs. Jones got the first one.
1026
1027 Mr. Branin - Oh, that's right. So that means you and I are the only two that
1028 don't have them, and Fairfield. Well Chris isn't here so he can't defend himself. How
1029 many are you planning to open up in the Richmond area?
1030

1031 Mr. Walls - Well the last time I said that it got in the paper and then a PR
1032 firm called me up. In Richmond, I'm not sure. If there's a market, a retail market, we're
1033 going to look at it. Right now we're under contract on a handful and I'm continually
1034 looking.
1035
1036 Mr. Branin - Good.
1037
1038 Mr. Witte - You picked the best two first; thank you.
1039
1040 Mrs. Jones - Yes.
1041
1042 Mr. Branin - I'm speechless.
1043
1044 Mr. Witte - And that's hard to do.
1045
1046 Mr. Branin - Yes, that's for darn sure. Is this your typical design and
1047 layout?
1048
1049 Mr. Walls - No, sir. This is probably the nicest elevation you'll see in the
1050 United States for Aldi.
1051
1052 Mr. Branin - Really. Okay.
1053
1054 Mr. Walls - I'm not just saying that. We have a standard I'm building in
1055 Colonial Heights. Still a very nice elevation, and that starts construction soon too. It's a
1056 standard elevation. Came up here, saw what we're doing up here, especially Short Pump
1057 and some other areas. And just knew working with Mrs. Jones that we had to build one
1058 standard to try to make it that way.
1059
1060 Mr. Leabough - Thank you, Mrs. Jones.
1061
1062 Mrs. Jones - Are you finished, because I have a question.
1063
1064 Mr. Branin - I am.
1065
1066 Mrs. Jones - All right. Mr. Walls, this is totally unrelated to this case. But I
1067 just wanted to follow up because I didn't have a chance to talk to you ahead of the
1068 meeting. Are things working out on your other location?
1069
1070 Mr. Walls - Yes, ma'am. We're about to knock it down.
1071
1072 Mrs. Jones - Okay, all right. So everything worked out with the issue you
1073 were having.
1074
1075 Mr. Walls - Yes. Thank you very much for your help with that.
1076

1077 Mrs. Jones - Okay. You're welcome.
1078
1079 Mr. Leabough - Other questions?
1080
1081 Mr. Witte - No more questions.
1082
1083 Mr. Leabough - Thank you, sir.
1084
1085 Mr. Walls - Thank you.
1086
1087 Mr. Witte - All right, Mr. Chairman. Are we going to need separate
1088 motions for the lighting plan? I don't think so, do we? Mr. Chairman, I move approval of
1089 POD2014-00223, Aldi Grocery Store at Staples Mill Square Shopping Center, and
1090 lighting plan, as presented, subject to the annotations on the plan, standard conditions
1091 for developments of this type, and additional conditions #11B and #29 through #35 as
1092 shown on the agenda.
1093
1094 Mrs. Jones - Second.
1095
1096 Mr. Witte - And the revised architectural and lighting plan.
1097
1098 Mrs. Jones - Second again.
1099
1100 Mr. Leabough - We have a motion by Mr. Witte, a second by Mrs. Jones. All
1101 in favor say aye. All opposed say no. The ayes have it; the motion passes.
1102
1103 The Planning Commission approved the plan of development and lighting plan for
1104 POD2014-00223, Aldi Grocery Store at Staples Mill Square Shopping Center, subject to
1105 the annotations on the plans, the standard conditions attached to these minutes for
1106 developments of this type, and the following additional conditions:
1107
1108 11B. Prior to the approval of an electrical permit application and installation of the site
1109 lighting equipment, a plan including light spread and intensity diagrams, and
1110 fixture specifications and mounting heights details shall be revised as annotated
1111 on the staff plan and included with the construction plans for final signature.
1112 29. Outside storage shall not be permitted.
1113 30. The proffers approved as a part of zoning case C-77C-94 shall be incorporated in
1114 this approval.
1115 31. The conceptual master plan, as submitted with this application, is for planning and
1116 information purposes only.
1117 32. The location of all existing and proposed utility and mechanical equipment
1118 (including HVAC units, electric meters, junctions and accessory boxes,
1119 transformers, and generators) shall be identified on the landscape plan. All
1120 building mounted equipment shall be painted to match the building, and all
1121 equipment shall be screened by such measures as determined appropriate by the
1122 Director of Planning or the Planning Commission at the time of plan approval.

- 1123 33. Only retail business establishments permitted in a B-2 zone may be located in this
- 1124 center.
- 1125 34. The ground area covered by all the buildings shall not exceed in the aggregate 25
- 1126 percent of the total site area.
- 1127 35. No merchandise shall be displayed or stored outside of the building(s) or on
- 1128 sidewalk(s).

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1131

PLAN OF DEVELOPMENT

POD2014-00224
Smith Grove at Bacova
Section 2 – N. Gayton
Road

Youngblood, Tyler and Associates, P.C. for Bacova Texas, LLC and Bacova, LLC: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 27 detached dwellings for sale with zero lot lines. The 10.32-acre site is located on the east line of N. Gayton Road, approximately 400 feet south of Kain Road, on part of parcels 735-767-9459 and 736-768-5323. The zoning is R-5AC, General Residential District (Conditional). County water and sewer. **(Three Chopt)**

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135

Mr. Leabough - Is there anyone in the audience in opposition to POD2014-00224, Smith Grove at Bacova Section 2? There is no opposition. Good morning again, Ms. Crady.

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Ms. Crady - Good morning. The applicant proposes to move forward with the second section of the Smith Grove at Bacova subdivision containing the remaining 27 lots. The Planning Commission granted conditional subdivision approval to the overall site layout for the total of 45 zero-lot-line units in July of 2012 and recently granted plan of development approval for the first 18 lots of section one to the south at the March 2014 Planning Commission hearing. The plan and architectural elevations continue to be in compliance with the proffers of zoning case C-9C-11.

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The plan of development approval also includes the consideration of the architectural design for the proposed units. The typical elevations have been provided in the staff report, which match the elevations provided and approved with the first section of the development. There are no changes to those. These demonstrate compliance with the proffered home sizes which will range from between 2,200 and 3,100 square-feet, exceeding the minimum requirement of 1,750 square-feet.

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The finished materials and decorative features portrayed on these elevations also meet and exceed the proffered minimum requirements, which include the provisions that no two homes will be located side by side having the same exterior design features and colors. Staff continues to recommend, and the applicant agrees to work with staff, to provide additional administrative review of the homes with rears facing North Gayton Road. They are on the other side of a common area landscape buffer that's 25 feet in width and planted to a 35-foot standard of transitional buffer. We'll work with the

1159 applicant prior to the issuance of any building permits for those structures to look at the
1160 rear elevations as we agreed in the first section.

1161

1162 The landscape plan will return to the Commission for review and approval at a later date
1163 and will include details for these enhanced buffers along North Gayton Road and also
1164 the future Liesfeld Farm Drive to the south in section one.

1165

1166 Staff recommends approval subject to the annotations on the plans, standard conditions
1167 for zero lot lines, #9 amended for landscaping, and the additional conditions listed in the
1168 agenda. I'm happy to answer any questions the Commission may have of staff. And the
1169 project engineer, Andrew Browning with Youngblood Tyler is here, as well as the
1170 applicant, Mr. Robert Babcock. They can answer any questions you may have of them.

1171

1172 Mr. Leabough - Are there questions for Ms. Crady?

1173

1174 Mr. Branin - Ms. Crady, the entrance off of North Gayton is right in/right
1175 out?

1176

1177 Ms. Crady - Yes. There's a median there, so yes that would be.

1178

1179 Mr. Branin - Is there any plan to break that?

1180

1181 Ms. Crady - I would have the traffic engineer confirm that. It is my
1182 understanding that the design of North Gayton is done and it's in. They will be putting in
1183 a third lane with this development to further widen it, but I'm not aware of another median
1184 break planned for there.

1185

1186 Mr. Branin - So there is the additional lane.

1187

1188 Ms. Crady - Yes. The additional lane is with this section. They're agreeing
1189 to go all the way up to Kain Road with that and get it out of the way with this plan instead
1190 of waiting for later.

1191

1192 Mr. Leabough - Other questions for Ms. Crady? If not, Mr. Branin, would you
1193 like to hear from the applicant?

1194

1195 Mr. Branin - No. We're continuing what we've already gone through. If
1196 you're wondering why it's coming back for review for the back lot line, originally we had
1197 talked about facing all of those houses towards North Gayton. But because of the project
1198 and so forth, we're going with a larger buffer and a review to see what the rear elevations
1199 look like.

1200

1201 Mr. Leabough - Okay. I'll entertain a motion.

1202

1203 Mr. Branin - Well good, I'm glad you're entertaining a motion. I'd like to
1204 give you one. Mr. Chairman, I'd like to move that POD2014-00224, Smith Grove at

1205 Bacova Section 2, be approved subject to the annotations on the plan, standard
1206 conditions for developments of this type, and the following additional conditions #29
1207 through #39.

1208

1209 Mrs. Jones - Was there #9 amended on this as well?

1210

1211 Ms. Crady - It should be #9 amended.

1212

1213 Mr. Branin - And #9 amended.

1214

1215 Mr. Witte - Second.

1216

1217 Mr. Leabough - We have a motion by Mr. Branin, a second by Mr. Witte. All in
1218 favor say aye. All opposed say no. The ayes have it; the motion passes.

1219

1220 The Planning Commission approved POD2014-00224, Smith Grove at Bacova Section
1221 2, subject to the annotations on the plans, the standard conditions attached to these
1222 minutes for developments of this type, and the following additional conditions:

1223

1224 9. **AMENDED** - A detailed landscaping plan shall be submitted to the Department of
1225 Planning for review and Planning Commission approval prior to the issuance of
1226 any occupancy permits.

1227 29. Roof edge ornamental features that extend over the zero lot line, and which are
1228 permitted by Section 24-95(i)(1), must be authorized in the covenants.

1229 30. Eight-foot easements for construction, drainage, and maintenance access for
1230 abutting lots shall be provided and shown on the POD plans.

1231 31. Building permit request for individual dwellings shall each include two (2) copies of
1232 a layout plan sheet as approved with the plan of development. The developer may
1233 utilize alternate building types providing that each may be located within the
1234 building footprint shown on the approved plan. Any deviation in building footprint or
1235 infrastructure shall require submission and approval of an administrative site plan.

1236 32. Windows on the zero lot line side of the dwelling can only be approved with an
1237 exception granted by the Building Official and the Director of Planning during the
1238 building permit application process.

1239 33. The mechanical equipment for each building shall be located on its respective lot.
1240 Except for wall-mounted electric meters, in no case shall the eight-foot easement
1241 for construction, drainage, and maintenance access on the abutting lot be used to
1242 locate other mechanical equipment (such as HVAC equipment, generators, and
1243 the like) for the subject lot.

1244 34. A concrete sidewalk meeting County standards shall be provided along the east
1245 side of N. Gayton Road.

1246 35. The proffers approved as a part of zoning case C-09C-11 shall be incorporated in
1247 this approval.

1248 36. A note in bold lettering shall be provided on the erosion control plan indicating that
1249 sediment basins or traps located within buildable areas or building pads shall be
250 reclaimed with engineered fill. All materials shall be deposited and compacted in

- 1251 accordance with the applicable sections of the state building code and
 1252 geotechnical guidelines established by the engineer. An engineer's report
 1253 certifying the suitability of the fill materials and its compaction shall be submitted
 1254 for review and approval by the Director of Planning and Director of Public Works
 1255 and the Building Official prior to the issuance of any building permit(s) on the
 1256 affected sites.
- 1257 37. Approval of the construction plans by the Department of Public Works does not
 1258 establish the curb and gutter elevations along the Henrico County maintained
 1259 right-of-way. The elevations will be set by Henrico County.
- 1260 38. The owners shall not begin clearing of the site until the following conditions have
 1261 been met:
- 1262 (a) The site engineer shall conspicuously illustrate on the plan of development
 1263 or subdivision construction plan and the Erosion and Sediment Control
 1264 Plan, the limits of the areas to be cleared and the methods of protecting the
 1265 required buffer areas. The location of utility lines, drainage structures and
 1266 easements shall be shown.
- 1267 (b) After the Erosion and Sediment Control Plan has been approved but prior
 1268 to any clearing or grading operations of the site, the owner shall have the
 1269 limits of clearing delineated with approved methods such as flagging, silt
 1270 fencing or temporary fencing.
- 1271 (c) The site engineer shall certify in writing to the owner that the limits of
 1272 clearing have been staked in accordance with the approved plans. A copy
 1273 of this letter shall be sent to the Department of Planning and the
 1274 Department of Public Works.
- 1275 (d) The owner shall be responsible for the protection of the buffer areas and
 1276 for replanting and/or supplemental planting and other necessary
 1277 improvements to the buffer as may be appropriate or required to correct
 1278 problems. The details shall be included on the landscape plans for
 1279 approval.
- 1280 39. The developer shall provide signage, the wording and location as deemed
 1281 appropriate by the Director of Public works, which addresses the possible future
 1282 extension of any stub street.

1283 **LANDSCAPE PLAN**

1284 POD2014-00221
 1285 Dominion Packaging –
 5700 Audubon Drive

Hulcher & Associates, Inc. for Audubon Drive Properties, LLC: Request for approval of a landscape plan, as required by Chapter 24, Section 24-106 of the Henrico County Code. The 10.31-acre site is located at the northwest corner of the intersection of Audubon Drive and International Center Drive, on parcel 821-716-5995. The zoning is M-1, General Industrial District, and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

1286
 1287 Mr. Leabough - Is there anyone in opposition to POD2014-00221, Dominion
 1288 Packaging? There is no opposition. Mr. Garrison.

289
1290 Mr. Garrison - Good morning. This is a landscape plan for the recently
1291 approved Dominion Packaging. The applicant has provided additional evergreen plant
1292 material east of the main entrance and increased plant material size to adequately
1293 screen the mechanical yard and storage area per staff's request.

1294
1295 Staff can recommend approval subject to the annotations on the plans and standard
1296 conditions for landscape plans.

1297
1298 Staff is available to answer any questions that you may have, and Bruce Hulcher is also
1299 available to answer any questions you may have.

1300
1301 Mr. Leabough - Are there questions for Mr. Garrison? If not, I would like to
1302 thank the applicant for all they've done to screen the property in terms of the storage
1303 tanks and some of the storage areas and the parking. Thank you all for the efforts made
1304 to meet staff's as well as my requests to make certain that this continues to be a quality
1305 project in a quality area.

1306
1307 So with that I move for approval of POD2014-00221, Dominion Packaging, subject to
1308 annotations on the plans and standard conditions for landscape plans.

1309
1310 Mr. Branin - Second.

311
1312 Mr. Leabough - We have a motion by Mr. Leabough, a second by Mr. Branin.
1313 All in favor say aye. All opposed say no. The ayes have it; the motion passes.

1314
1315 The Planning Commission approved POD2014-00221, Dominion Packaging, subject to
1316 the annotations on the plans and the standard conditions attached to these minutes for
1317 developments of this type.

1318
1319 **PLAN OF DEVELOPMENT**
1320

POD2014-00227
Saunders Station Townes
at Broad Hill Centre –
12400 W. Broad Street
(U.S. Route 250)

Timmons Group for Attack WB Investors, LLC: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct 78 residential townhouse units for sale. The 10.55-acre site is located on the north line of W. Broad Street (U.S. Route 250), approximately 3,700 feet west of its intersection with N. Gayton Road, on part of parcel 730-766-8896. The zoning is RTHC, Residential Townhouse District (Conditional), and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

1321
1322 Mr. Leabough - Is there anyone in opposition to POD2014-00227, Saunders
1323 Station Townes at Broad Hill Centre? There is no opposition. Mr. Pambid.

1324

1325 Mr. Pambid - Good morning. This plan of development includes 78
1326 residential townhouse units for sale and is in accordance with the conditional subdivision
1327 that was granted approval by the Planning Commission on June 25, 2014; that was last
1328 month.
1329
1330 In the addendum is an added condition #39 requiring that a final plat and application be
1331 submitted with the first set of construction plans and that final approval must be granted
1332 prior to the construction plan approval.
1333
1334 A sidewalk is provided along the street and across a floodplain area to connect the
1335 townhouses with the condos and the remainder of the Broad Hill Centre development.
1336 Buildings will contain rows of between three and six units. The elevations are consistent
1337 with the exhibits of the zoning case and feature three-story units, 20 feet wide and
1338 approximately 39 feet to 43 feet in overall height, with front-loaded garages and decks
1339 along the rear. Roofs are articulated with dormers and intersecting ridges and feature
1340 architectural shingles. The developer has verbally agreed to provide stone or brick on the
1341 south elevations of the two southern most end units, and the units will have either two or
1342 three bedrooms.
1343
1344 The proffers of zoning case C-18C-12 continue to apply. Staff recommends approval
1345 subject to the annotations on the plans, standard conditions for residential townhouses
1346 for sale, and additional conditions #29 through #38 in the agenda, and Condition #39 in
1347 the addendum.
1348
1349 This concludes my presentation. I can now field any questions you have regarding this.
1350 Roger Rodriguez with Timmons Group and Rick Melchor, the developer with Attack
1351 Properties, are also here to field your questions.
1352
1353 Mr. Branin - I'm going to head Mr. Leabough off at the pass. This product
1354 is a lot like the Rockets Landing product, is it not?
1355
1356 Mr. Leabough - He's stealing from us.
1357
1358 Mr. Branin - It's been tweaked and made a little bit better, coming up in
1359 Three Chopt.
1360
1361 Mr. Leabough - Don't worry, I'll do the same as [unintelligible]. We'll spread
1362 the love.
1363
1364 Mr. Branin - I have no questions.
1365
1366 Mr. Leabough - All right. Are there questions from the Commission? If not, Mr.
1367 Branin.
1368
1369 Mr. Branin - I have no questions for the applicant. Do any of you? No?
1370 Mrs. Jones?

371
1372 Mrs. Jones - No, I'm fine.
1373
1374 Mr. Branin - All right. Then I'm ready to make a motion, if I may.
1375
1376 Mr. Leabough - Yes sir.
1377
1378 Mr. Branin - I'd like to move that POD2014-00227, Saunders Station
1379 Townes at Broad Hill Centre, be approved with annotations on the plan, standard
1380 conditions for residential townhomes for sale, and the following additional conditions #29
1381 through #38, and #39 added.
1382
1383 Mr. Witte - Second.
1384
1385 Mr. Leabough - We have a motion by Mr. Branin, a second by Mr. Witte. All in
1386 favor say aye. All opposed say no. The ayes have it; the motion passes.
1387
1388 The Planning Commission approved POD2014-00227, Saunders Station Townes at
1389 Broad Hill Centre, subject to the annotations on the plans, the standard conditions
1390 attached to these minutes for developments of this type, and the following additional
1391 conditions:
1392
1393 29. The unit house numbers shall be visible from the parking areas and drives.
1394 30. The names of streets, drives, courts and parking areas shall be approved by the
1395 Richmond Regional Planning District Commission and such names shall be
1396 included on the construction plans prior to their approval. The standard street name
1397 signs shall be installed prior to any occupancy permit approval.
1398 31. The subdivision plat for Broad Hill Centre shall be recorded before any occupancy
1399 permits are issued.
1400 32. Outside storage shall not be permitted.
1401 33. The proffers approved as a part of zoning case C-18C-12 shall be incorporated in
1402 this approval.
1403 34. The pavement shall be of an SM-2A type and shall be constructed in accordance
1404 with County standard and specifications. The developer shall post a defect bond
1405 for all pavement with the Department of Planning - the exact type, amount and
1406 implementation shall be determined by the Director of Planning, to protect the
1407 interest of the members of the Homeowners Association. The defect bond shall
1408 remain in effect for a period of three years from the date of the issuance of the
1409 final occupancy permit. Prior to the issuance of the last Certificate of Occupancy,
1410 a professional engineer must certify that the roads have been designed and
1411 35. The location of all existing and proposed utility and mechanical equipment
1412 (including HVAC units, electric meters, junction and accessory boxes,
1413 transformers, and generators) shall be identified on the landscape plans. All
1414 equipment shall be screened by such measures as determined appropriate by the
1415 Director of Planning or the Planning Commission at the time of plan approval.

- 1416 36. The limits and elevations of the **Special Flood Hazard Area** shall be
 1417 conspicuously noted on the plan and labeled "**Limits of Special Flood Hazard**
 1418 **Area.**" In addition, the delineated **Special Flood Hazard Area** must be labeled
 1419 "Variable Width Drainage and Utility Easement." The easement shall be granted
 1420 to the County prior to the issuance of any occupancy permits.
- 1421 37. Prior to issuance of a certificate of occupancy for any building in this development,
 1422 the engineer of record shall certify that the site has been graded in accordance
 1423 with the approved grading plans.
- 1424 38. Evidence of a joint ingress/egress and maintenance agreement must be
 1425 submitted to the Department of Planning and approved prior to issuance of a
 1426 certificate of occupancy for this development.
- 1427 39. **ADDED** - A final subdivision application and plat shall be submitted with the first set
 1428 of construction plans for review, and final subdivision approval must be granted by
 1429 the Director of Planning prior to approval of the construction plans.

1430
 1431 Mr. O'Kelly - Mr. Chairman, that takes us to the next item on your agenda,
 1432 and that is consideration of approval of the 2015 Planning Commission calendar. Do you
 1433 have any questions regarding the details of the calendar? Leslie News is here to respond
 1434 to those.

1435
 1436 Mr. Leabough - Are there questions regarding the 2015 meeting schedule?

1437
 1438 Mr. Witte - It looks good.

1439
 1440 Mrs. Jones - I don't have a question. But before we vote, I'd just like to say
 1441 one thing, if that's all right.

1442
 1443 Mr. Leabough - Sure.

1444
 1445 Mrs. Jones - This is our usual calendar, and it's adjusted for holidays. And
 1446 I just wanted to say that I made a decision last year after I requested that staff spend a
 1447 considerable amount of time analyzing the statistics and bringing forward options for how
 1448 to handle August, which has always seemed to me to be out of kilter for our purpose and
 1449 for the land use and planning pipeline of cases, as well as common sense. To me. At
 1450 any rate, after that long presentation and the Commission chose not to go that route, not
 1451 to accept any of those options, I decided I was not going to burden staff any longer with
 1452 updating statistics or bringing forward other considerations. It is, however, something
 1453 that I would ask that all of you consider as we go through, is this how we want to
 1454 continue to handle our meetings in August.

1455
 1456 The only reason this is of issue to me—and I'm saying this just as a precursor to what I
 1457 assume will be a motion to approve the calendar and I will have to vote no. The only
 1458 thing that bothers me about it is the fact that the Planning Commission, unlike other
 1459 boards and commissions, has a different kind of a meeting schedule. Each one of our
 1460 two meetings each month has a different path, it deals with a different division of the
 1461 Planning Department. And so while there's nothing wrong with a meeting being

1462 cancelled during the summer to allow for vacation and this kind of thing, it nevertheless
1463 impacts half of the Planning Department without impacting the other. It just seems
1464 inconsistent to me, and I question whether that's good public policy.
1465

1466 So I continue to have my concerns about August. I'd rather have both sides of the
1467 Planning Department have a meeting or none, but not just cancel one and not the other.
1468 So those are only my concerns, and I continue to have those. However, I wanted to let
1469 you know so you all could relax. I'm not going to have staff do any more work on that;
1470 they've spent enough time on that at my request, and I appreciate that. But facts are
1471 what they are and you can make your own decision about that.
1472

1473 Mr. Leabough - So would you be in favor of not having an August rezoning
1474 meeting as well?
1475

1476 Mrs. Jones - One or the other. Either both on or both off seems consistent
1477 to me.
1478

1479 Mr. Branin - And I would say if we did that I would recommend we pick like
1480 July to take zoning. Not the same month. Just simply because—
1481

1482 Mr. Leabough - It gives you the flexibility to kind of push between meetings.
1483

1484 Mr. Branin - If we have a case that's pending, we have been able to, on a
1485 light agenda, move back and forth, pushing a POD up to zoning and zoning to POD if
1486 needed, if an emergency presents itself. If you shut it all down for one month, if you guys
1487 are considering that, my recommendation would be to give the both, zoning and POD
1488 each a month, but not the same. That way the wheels are still turning. Maybe slower, but
1489 still turning.
1490

1491 Mrs. Jones - I think that something that has implications for advertising and
1492 all kinds of corollary issues with those cases, it may be a very, very good suggestion. I
1493 would ask that we possibly think about that in terms of next year's calendar. If you want
1494 to give that some thought, we could.
1495

1496 Mr. Leabough - Yes. Could we defer the vote?
1497

1498 Mr. Branin - Mr. Chairman, you can do anything that you choose; you are
1499 the Chairman.
1500

1501 Mr. Leabough - Write that down for me. I suggest that we defer voting on this
1502 item.
1503

1504 Mr. Branin - Wherever you lead, Mr. Leabough, I will follow.
1505

1506 Mr. Leabough - We'll wait until we have all commissioners present, and we'll
1507 take it up at that time. I just don't think it's fair to make that sort of decision without
1508 Mr. Archer being at the table.
1509
1510 Mr. Branin - I concur, but I know what his answer's going to be. We are
1511 scheduling a work session, so you might want to say add this to that.
1512
1513 Mr. O'Kelly - You can defer it to the August 14th meeting.
1514
1515 Mr. Branin - Do we need a motion for that?
1516
1517 Mr. O'Kelly - Yes.
1518
1519 Mr. Branin - Okay. Then I'd like to move on the Chairman's
1520 recommendation that we defer this until September because we won't be here in August.
1521
1522 Mr. O'Kelly - August 14th.
1523
1524 Mr. Branin - Would you like to move it to August 14th?
1525
1526 Mr. Leabough - Is that when the work session is?
1527
1528 Mr. O'Kelly - Yes.
1529
1530 Mr. Leabough - You wanted to add it to the work session, right?
1531
1532 Mr. Branin - My only concern with that is if we do a flipping around of the
1533 schedule, then staff won't have that schedule done.
1534
1535 Mr. Leabough - Oh, I see what you're saying. We can just defer it until
1536 September then.
1537
1538 Mr. Branin - Okay.
1539
1540 Mr. Leabough - Does anyone have issues with that?
1541
1542 Mr. Branin - Is that going to put you guys under a time constraint?
1543
1544 Mr. O'Kelly - The September zoning meeting or the POD meeting?
1545
1546 Mr. Branin - Either. Zoning is fine.
1547
1548 Mrs. Jones - Zoning is fine.
1549
1550 Mr. O'Kelly - September 24.
1551

1552 Mr. Leabough - All right. We have a motion by Mr. Branin to defer the vote on
1553 the calendar to September 24th.
1554

1555 Mrs. Jones - That's the zoning meeting.
1556

1557 Mr. Leabough - That would be earlier in the month.
1558

1559 Female - September 11th is the zoning meeting date. September 11th
1560 would be the date of the zoning meeting.
1561

1562 Mr. Leabough - Yes. So we're deferring that until September 11th. Second.
1563 We have a motion by Mr. Branin, a second by Mr. Leabough. All in favor say aye. All
1564 opposed say no. The ayes have it; the motion passes.
1565

1566 Mrs. Jones - I was trying to make this easy this year just by expressing my
1567 opinion.
1568

1569 Mr. O'Kelly - The next items, Mr. Chairman, is a discussion item. Staff is
1570 requesting that you schedule a work session to discuss several zoning and subdivision
1571 ordinance amendments as a result of the 2014 General Assembly action. There are
1572 three amendments. One has to do with group homes. Another amendment is to the
1573 subdivision ordinance and deals with fifty or fewer subdivision lots. The third amendment
1574 is to the zoning ordinance in regard to Chesapeake Bay regulations. We will suggest that
1575 you schedule the work session for 5:30 on the 14th of August. That would be held in the
1576 County manager's conference room, and dinner will be provided.
1577

1578 Mr. Leabough - Do we need to vote on that, sir?
1579

1580 Mr. Branin - Yes, we do.
1581

1582 Mr. Leabough - Okay. So I'll entertain a motion.
1583

1584 Mr. Branin - I'd like to move for approval of a 5:30 work session in the
1585 manager's conference room on August 14th.
1586

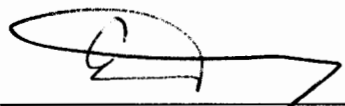
1587 Mrs. Jones - And that's also the point at which we'll get our thoughts
1588 organized on the calendar. Okay. As well as those—
1589

1590 Mr. Branin - Yes. I didn't specify what we were going to do in that work
1591 session.
1592

1593 Mrs. Jones - Right. Okay.
1594

1595 Mr. Witte - Second.
1596

1597 Mr. Leabough - We have a motion by Mr. Branin, a second by Mr. Witte. All in
1598 favor say aye. All opposed say no. The ayes have it; the motion passes.
1599
1600 The last item, sir, I believe is consideration of the minutes.
1601
1602 Mr. O'Kelly - Yes, sir, that's correct. There is no errata sheet.
1603
1604 APPROVAL OF MINUTES: June 25, 2014
1605
1606 Mr. Leabough - Okay. Are there questions or changes to the minutes? If
1607 not—
1608
1609 Mrs. Jones - I move that the minutes be approved as distributed.
1610
1611 Mr. Leabough - Second. We have a motion by Mrs. Jones, a second by
1612 Mr. Leabough. All in favor say aye. All opposed say no. The ayes have it; the motion
1613 passes.
1614
1615 The Planning Commission approved the June 25, 2014 minutes as distributed.
1616
1617 Mr. Leabough - Is there any other business for the Commission, Mr. O'Kelly?
1618
1619 Mr. O'Kelly - No, sir, I don't have anything else.
1620
1621 Mr. Leabough - All right. Well, I move that this meeting be adjourned.
1622
1623 Mr. Branin - Second. So moved. Done.
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Mr. Eric Leabough, Chairman.



Mr. David D. O'Kelly, Acting Secretary

PLANS OF DEVELOPMENT

A. Standard Conditions for all POD's:

1. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water and sewer. **(when the property is served by public utilities)**
- 1A. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water. The well location shall be approved by the County Health Department before a building permit is issued. Connection shall be made to the public water system when available within 300 feet of the site/building. **(when not served by public water)**
- 1B. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public sewer. The septic tank location shall be approved by the County Health Department before a building permit is issued. Connection shall be made to the public sewer when available within 300 feet of the site/building. **(when not served by public sewer)**
2. The Director of the Department of Public Utilities shall approve the plan of development for construction of public water and sewer, prior to beginning any construction of these utilities. The Department of Public Utilities shall be notified at least **48** hours prior to the start of any County water or sewer construction.
3. The parking lot shall be subject to the requirements of Chapter 24, Section 24-98 of the Henrico County Code.
4. The parking spaces shall be marked on the pavement surface with four-inch-wide traffic painted lines. All lane lines and parking lines shall be white in color with the exception that those dividing traffic shall yellow.
5. Sufficient, effectively usable parking shall be provided. If experience indicates the need, additional parking shall be provided.
6. Curb and gutter and necessary storm sewer shall be constructed as shown on approved plans.
7. The plan of development plan shall be revised as annotated on the staff plan dated **July 23, 2014**, which shall be as much a part of this approval as if details were fully described herein. Eight (8) sets of revised plans, including the detailed drainage, erosion control and utility plans, shall be submitted by the design engineer who prepared the plans to the Department of Planning for final review. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final plans for signature shall be submitted to the Department of Planning for approval signatures. Two (2) sets of the approved plan shall be attached to the building permit application. **(Revised January 2008)**
8. Two copies of an Erosion and Sediment Control Agreement with required escrow shall be submitted to the Department of Public Works. Approval is required prior to construction plan approval and beginning construction. The Department of Public Works shall be notified at least 24 hours prior to the start of any construction.
9. A detailed landscaping plan shall be submitted to the Department of Planning for review and approval prior to the issuance of any occupancy permits.

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

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

STANDARD CONDITIONS FOR LANDSCAPE /LIGHTING/FENCE PLANS

1. The plan shall be revised as shown in red on Staff plan dated **July 23, 2014**, which shall be as much a part of this approval as if all details were fully described herein. **Five (5)** sets of **prints** of the revised plan shall be submitted to the Department of Planning for approval stamps and distribution.
2. The property shall be developed as shown on the plan filed with the case and no changes or additions to the layout shall be made without the approval of this Commission.
3. The owner shall have a set of approved plans available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
4. All groundcover and landscaping shall be properly maintained in a healthy condition at all times. Dead plant materials shall be removed within a reasonable time and replaced during the normal planting season. **(DELETE IF NO LANDSCAPING)**
5. All exterior lighting shall be shielded to direct lights away from adjacent residential property and streets. **(DELETE IF NO LIGHTING)**
6. All fences, walls, and screens, including gates and doors, shall be maintained in good repair by the owner. Trash and debris should not be allowed to accumulate along the fence or wall. **(DELETE IF NO FENCE, WALL, OR DUMPSTER SCREEN)**

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

29. Roof edge ornamental features that extend over the zero lot line, and which are permitted by Section 24-95(i)(1), must be authorized in the covenants.
30. Eight-foot easements for construction, drainage, and maintenance access for abutting lots shall be provided and shown on the POD plans.
31. Building permit request for individual dwellings shall each include two (2) copies of a layout plan sheet as approved with the plan of development. The developer may utilize alternate building types providing that each may be located within the building footprint shown on the approved plan. Any deviation in building footprint or infrastructure shall require submission and approval of an administrative site plan.
32. Windows on the zero lot line side of the dwelling can only be approved with an exception granted by the Building Official and the Director of Planning during the building permit application process.

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

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

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

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

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

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

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

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

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

B-2 ZONE

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

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

B-3 ZONE

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

SUBDIVISION - CONDITIONAL APPROVAL

Standard Conditions for Conventional Subdivisions Served By Public Utilities Public Water and/or Sewer (January 2008)

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water. **(Substitute condition 5A if well)**
- 5A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer. **(Substitute condition 6A if on site sewage disposal/septic)**
- 6A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **July 23, 2014**, which shall be as much a part of this approval as if all details were fully described herein.

9. This approval shall expire on **July 22, 2015**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
11. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting a number of requirements including but not limited to minimum zoning requirements, Health Department requirements as applicable, and design considerations.
12. Prior to a request for final approval, the developer shall provide a buildable area plan showing information for all lots within the subdivision. Such plan shall be a part of the construction plans submitted for review and for signature. The buildable area plan shall be a minimum of 1" to 50' scale or larger and shall show the buildable area for the principal structure, all setback dimensions, the minimum lot width (perpendicular to the center line of the lot at the front building line), and if applicable, any Special Flood Hazard Areas (floodplains) and the area of each lot exclusive of floodplain, wetlands, easements, buffers, Chesapeake Bay Act Areas, wells and primary/reserved drainfields.

Standard Conditions for Conventional Subdivisions Not Served By Public Utilities
(January 2008)

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage and erosion control plans have been approved by the Department of Planning, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, fifteen (15) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
7. The plat shall be revised as shown in red on Staff plan dated **July 23, 2014**, which shall be as much a part of this approval as if all details were fully described herein.
8. This approval shall expire on **July 22, 2015**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
9. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
10. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting a number of requirements including but not limited to minimum zoning requirements, Health Department requirements and design considerations.

11. Prior to a request for final approval, the developer shall provide a buildable area plan showing information for all lots within the subdivision. Such plan shall be a part of the construction plans submitted for review and for signature. The buildable area plan shall be a minimum of 1" to 50' scale or larger and shall show the buildable area for the principal structure, all setback dimensions, the minimum lot width (perpendicular to the center line of the lot at the front building line), and if applicable, any Special Flood Hazard Areas (floodplains) and the area of each lot exclusive of floodplain, wetlands, easements, buffers, Chesapeake Bay Act Areas, wells and primary/reserved drainfields.

Standard Conditions for Residential Townhouse for Sale (RTH) Subdivisions
(January 2008)

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **July 23, 2014**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **July 22, 2015**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
11. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting all requirements, including but not limited to, minimum zoning requirements, and design considerations.

12. A draft of the Declaration of Covenants, Conditions and Restrictions shall be submitted to the Department of Planning for review, prior to final approval. The proposed Homeowners Association for the project shall be responsible for the exterior maintenance of all buildings and grounds.
13. All block corners shall be monumented and referenced, where possible, to the exterior boundaries of the site
14. The record plat shall contain a statement that the common area is dedicated to the common use and enjoyment of the homeowners of **(name of subdivision)** and is not dedicated for use by the general public. This statement shall refer to the applicable article in the covenants recorded with the plat.

Standard Conditions for Zero Lot Line Subdivisions
(January 2008)

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **July 23, 2014**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **July 22, 2015**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change may be implemented.
11. The conditional approval of this plat by the Planning Commission does not imply that all lots shown thereon will be granted final approval. Such approval is contingent on each lot meeting all requirements, including but not limited to, minimum zoning requirements, and design considerations.

12. Prior to a request for final approval, the developer shall provide a buildable area plan showing information for all lots within the subdivision. Such plan shall be a part of the construction plans submitted for review and for signature. The buildable area plan shall be a minimum of 1" to 50' scale or larger and shall show the buildable area for the principal structure, all setback dimensions, the minimum lot width (perpendicular to the center line of the lot at the front building line), and if applicable, any Special Flood Hazard Areas (floodplains) and the area of each lot exclusive of floodplain, wetlands, easements, buffers and Chesapeake Bay Act Areas.

SUBDIVISION - CONDITIONAL APPROVAL

Standard Conditions for Conventional Subdivisions Served By Public Utilities Road Dedication (No Lots) (January 2008)

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, twenty-one (21) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Department of Planning before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **July 23, 2014**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **July 22, 2015**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.