

1 Minutes of the regular monthly meeting of the Planning Commission of Henrico County
2 held in the County Administration Building in the Government Center at Parham and
3 Hungary Springs Roads beginning at 9:00 a.m. Wednesday, May 24, 2017.
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Members Present: Mr. Eric S. Leabough, C.P.C., Chairperson (Varina)
Mr. Robert H. Witte, Jr., Vice-Chairperson (Brookland)
Mr. C. W. Archer, C.P.C. (Fairfield)
Mr. Gregory R. Baka (Tuckahoe)
Mrs. Sandra M. Marshall (Three Chopt)
Mr. R. Joseph Emerson, Jr., AICP, Director of Planning,
Secretary
Mr. Tyrone E. Nelson, Board of Supervisors' Representative

Others Present: Ms. Jean Moore, Assistant Director of Planning
Ms. Leslie A. News, PLA, Senior 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. Kate B. McMillion, County Planner
Mr. Gary A. DuVal, P.E., Traffic Engineer
Mr. William Moffett, CPETD Planner, Division of Police
Ms. Melissa Ferrante, Office Assistant / Recording Secretary

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6 **Mr. Tyrone E. Nelson, the Board of Supervisors' representative, abstains on all**
7 **cases unless otherwise noted.**
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9 Mr. Leabough - I call this meeting of the Henrico County Planning Commission
10 to order. This is our plans of development and subdivisions meeting. All Planning
11 Commissioners are present, as well as our Board of Supervisors' representative, Mr.
12 Nelson. Thank you for being with us this year. We have a quorum and can conduct
13 business. So with that, I ask that you mute or silence your cell phones. As you do that, I
14 ask that you stand with the Commission for the Pledge of Allegiance.
15

16 Do we have anyone in the audience with the media? Any news media in the audience? I
17 don't think we have any. Okay. With that, I'd like to turn the agenda over to our Secretary,
18 Mr. Emerson.
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20 Mr. Emerson - Thank you. Mr. Chairman. First on our agenda this morning
21 are the requests for deferrals and withdrawals. Those will be presented by Ms. Leslie
22 News.

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Ms. News - Thank you, Mr. Secretary. Good morning, members of the Commission. We have three requests for deferral on your agenda this morning. The first is found on page 6 of the agenda and is located in the Three Chopt District. This is a transfer of approval for POD-42-01, For Eyes/T-Mobile, formerly Spring Oak Retail. The applicant has requested a deferral to the June 28, 2017 meeting.

TRANSFER OF APPROVAL

POD-42-01
POD2017-00182
For Eyes/T-Mobile
(Formerly Spring Oak
Retail) – 11591 West
Broad Street

~~Engineer and/or Representative for~~ **TF LP:** Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from WSG Development Company to TF LP. The 0.71-acre site is located at the southeast corner of the intersection of West Broad Street (U.S. Route 250) and Spring Oak Drive, on parcel 738-762-9005. The zoning is B-1C, Business District (Conditional) and WBSO, West Broad Street Overlay District. County water and sewer. **(Three Chopt)**

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Mr. Leabough - Is there anyone present who is opposed to the deferral request for POD-42-01 (POD2017-00182), For Eyes/T-Mobile (formerly Spring Oak Retail)? I see no opposition.

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Mrs. Marshall - Mr. Chairman, I move that POD-42-01 (POD2017-00182), For Eyes/T-Mobile (formerly Spring Oak Retail), be deferred to the June 28, 2017 meeting, per the applicant's request.

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Mr. Archer - Second.

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Mr. Leabough - We have a motion by Mrs. Marshall, a second by Mr Archer. All in favor say aye. Those opposed? There is no opposition; that motion passes.

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At the request of the applicant, the Planning Commission deferred the transfer of approval request for POD-42-01 (POD2017-00182), For Eyes/T-Mobile (formerly Spring Oak Retail), to its June 28, 2017 meeting.

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Ms. News - The next item is on page 12 of your agenda and located in the Three Chopt District. This is POD2017-00180, Northern Tool at Westpark Phase II Shopping Center. The applicant has requested a deferral to the June 28, 2017 meeting.

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PLAN OF DEVELOPMENT

POD2017-00180
Northern Tool at Westpark
Phase II Shopping Center
– 9901 West Broad Street

Berry Engineers, LLC for Harlequin RMD Properties, LLC and Hutton: 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, 18,000

square foot hardware store in an existing shopping center. The 1.6-acre site is located southeast of the intersection of West Broad Street (U.S. Route 250) and Stillman Parkway, on part of parcel 753-758-3069. The zoning is B-3C, Business District (Conditional). County water and sewer. **(Three Chopt)**

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57 Mr. Leabough - Is there anyone present who is opposed to the deferral
58 request for POD2017-00180, Northern Tool at Westpark Phase II Shopping Center? I see
59 no opposition, Mrs. Marshall.

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61 Mrs. Marshall - Mr. Chairman, I move that POD2017-00180, Northern Tool at
62 Westpark Phase II Shopping Center, be deferred to the June 28, 2017 meeting, per the
63 applicant's request.

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65 Mr. Baka - Second.

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67 Mr. Leabough - We have a motion by Mrs. Marshall, a second by Mr. Baka.
68 All in favor say aye. Those opposed? There is no opposition; that motion passes.

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70 At the request of the applicant, the Planning Commission deferred POD2017-00180,
71 Northern Tool at Westpark Phase II Shopping Center, to its June 28, 2017 meeting.

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73 Ms. News - The next item is on page 15 of your agenda and located in the
74 Brookland District. This is POD2017-00184, Carriage Hill Apartments Expansion Building
75 1. The applicant has requested a deferral to the June 28, 2017 meeting.

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77 PLAN OF DEVELOPMENT

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POD2017-00184
Carriage Hill Apartments
Expansion Building 1 –
Glenside Drive

Timmons Group for BPMS Carriage Hill Holdings, LLC and Bonaventure: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct a four-story, 187,500 square foot age-restricted apartment building with 444 112 one-bedroom and 36 two-bedroom units. The 6.08-acre portion of the 42.99-acre site is located between the northern line of Glenside Drive, approximately 831 feet east of Bethlehem Road extended, and the southern lines of Basie Road and Bremner Boulevard, on parcel 770-748-2488. The zoning is R-6C, Residential District (Conditional). County water and sewer. **(Brookland)**

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80 Mr. Leabough - Is there anyone present who is opposed to the deferral
81 request for POD2017-00184, Carriage Hill Apartments Expansion Building 1? Mr. Witte,
82 I see no opposition.

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84 Mr. Witte - Mr. Chairman, I move approval of the deferral request for
85 POD2017-00184, Carriage Hill Apartments Expansion Building 1, as requested by the
86 applicant, to the June 28, 2017 meeting.

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88 Mr. Baka - Second.

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90 Mr. Leabough - We have a motion by Mr. Witte, a second by Mr. Baka. All in
91 favor say aye. Those opposed? There is no opposition; that motion passes.

92
93 At the request of the applicant, the Planning Commission deferred POD2017-00184,
94 Carriage Hill Apartments Expansion Building 1, to its June 28, 2017 meeting.

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

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98 Mr. Emerson - Mr. Chairman, if the Commission has no further deferrals to
99 enter this morning, we now move on the expedited agenda items, which also will be
100 presented by Ms. Leslie News.

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102 Ms. News - We have six items on our expedited agenda this morning. The
103 first is found on page 3 of your agenda and located in the Varina District. This is a transfer
104 of approval for POD-139-84, Novolex, formerly Power Distribution, Inc. Phase 1. There is
105 an addendum item that includes a correction to the owner's name in the caption. Staff
106 recommends approval.

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108 **TRANSFER OF APPROVAL**

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119 Mr. Leabough - We have a motion by Mr. Leabough, a second by Mr. Witte.
120 All in favor say aye. Those opposed? There is no opposition; that motion passes.

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122 The Planning Commission approved the transfer of approval request for POD-139-84
123 (POD2017-00093), Novolex (Formerly Power Distribution, Inc. Phase 1) from The William
124 Lyon Company and RBS Properties to HC 2800 Sprouse LLC, subject to the standard
125 and added conditions previously approved.

126
127 Ms. News - Next on page 4 and located in the Three Chopt District is a
128 transfer of approval for POD-143-85, Goodwill at West Broad Common Shopping Center,
129 which was formerly the Burger King. Staff recommends approval.

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131 **TRANSFER OF APPROVAL**

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POD-143-85 POD2016-00545 Goodwill @ West Broad Commons Shopping Center (Formerly Burger King) – 9065 West Broad Street	Hirschler Fleischer for Burger King Corporation: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Burger King Corporation to Goodwill at Central and Coastal VA, Inc. The 0.79-acre site is located in an existing shopping center on the southern line of West Broad Street (U.S. Route 250), approximately 350 feet east of Tuckernuck Drive, on parcel 758-756-3433. The zoning is B-2, Business District. County water and sewer. (Three Chopt)
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134 Mr. Leabough - Is there anyone present who is opposed to the transfer
135 request for POD-143-85 (POD2016-00545), Goodwill at West Broad Commons Shopping
136 Center (formerly Burger King)? I see no opposition, Mrs. Marshall.

137

138 Mrs. Marshall - Mr. Chairman, I move approval of the transfer of approval for
139 POD-143-85 (POD2016-00545), Goodwill at West Broad Commons Shopping Center
140 (formerly Burger King), subject to the previously approved conditions, on the expedited
141 agenda.

142

143 Mr. Archer - Second.

144

145 Mr. Leabough - We have a motion by Mrs. Marshall, a second by Mr. Archer.
146 All in favor say aye. Those opposed? There is no opposition; that motion passes.

147

148 The Planning Commission approved the transfer of approval request for POD-143-85
149 (POD2016-00545), Goodwill at West Broad Commons Shopping Center (formerly Burger
150 King) from Burger King Corporation to Goodwill at Central and Coastal VA, Inc., subject
151 to the standard and added conditions previously approved.

152

153 Ms. News - The next item is on page 5 of your agenda and located in the
154 Brookland District. This is a transfer of approval for POD-71-77 and POD-75-73, Lansing

155 Warehouse, which was formerly the Lansing Supply Company addition. Staff
156 recommends approval.

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158 **TRANSFER OF APPROVAL**

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POD-71-77 and POD-75-
73 POD2017-00058 and
POD2017-00238
Lansing Warehouse
(Formerly Lansing Supply
Company) – 8501 Sanford
Drive

Williams Mullen for 8501 Sanford Investments, LLC:
Request for transfer of approval as required by Chapter 24,
Section 24-106 of the Henrico County Code from Hermitage
Road Partnership, and Lansing of Richmond, LLC to 8501
Sanford Investments, LLC. The 3.39-acre site is located on
the eastern line of Sanford Drive, approximately 430 feet
south of Janway Road, on parcel 771-754-7731. The zoning
is M-1, Light Industrial District. County water and sewer.
(Brookland)

160

161 Mr. Leabough - Is there anyone present who is opposed to the transfer
162 request for POD-71-77 and POD-75-73 (POD2017-00058 and POD2017-00238),
163 Lansing Warehouse (formerly Lansing Supply Company)? I see no opposition, Mr. Witte.

164

165 Mr. Witte - Mr. Chairman. I move approval of transfer request for POD-
166 71-77 and POD-75-73 (POD2017-00058 and POD2017-00238), Lansing Warehouse
167 (formerly Lansing Supply Company), subject to previously approved conditions and
168 annotations on the plans.

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170 Mr. Baka - Second.

171

172 Mrs. Marshall - We have a motion by Mr. Witte, a second by Mr. Baka. All in
173 favor say aye. Those opposed? There is no opposition; that motion passes.

174

175 The Planning Commission approved the transfer of approval request for POD-71-77 and
176 POD-75-73 (POD2017-00058 and POD2017-00238), Lansing Warehouse (formerly
177 Lansing Supply Company) from Hermitage Road Partnership, and Lansing of Richmond,
178 LLC to 8501 Sanford Investments, LLC, subject to the standard and added conditions
179 previously approved.

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181 Ms. News - Next on page 7 of your agenda and located in the Varina
182 District is a transfer of approval for POD-09-96, Taco Bell at Laburnum Park Shopping
183 Center. Staff recommends approval.

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192 **TRANSFER OF APPROVAL**
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194
195 POD-09-96
196 POD2016-00273
197 Taco Bell at Laburnum
198 Park Shopping Center –
199 4388 South Laburnum
200 Avenue

Tassos Paphites for Mykonos Properties, LLC: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from Burgerbusters IV, LLC to Mykonos Properties, LLC. The 0.75-acre site is located on an outparcel in an existing shopping center on the west line of South Laburnum Avenue, approximately 245 feet north of Gay Avenue, on part of parcel 813-718-6145 and on parcel 813-718-7327. The zoning is B-2C, Business District (Conditional) and ASO, Airport Safety Overlay District. County water and sewer. **(Varina)**

201
202 Mr. Leabough - Is there anyone present who is opposed to the transfer
203 request for POD-09-96 (POD2016-00273), Taco Bell at Laburnum Park Shopping
204 Center? There is no opposition, so I move approval of the transfer request for POD-09-
205 96 (POD2016-00273), Taco Bell at Laburnum Park Shopping Center from Burgerbusters
206 IV, LLC to Mykonos Properties, LLC, on the expedited agenda, subject to previously
207 approved conditions.

208 Mr. Witte - Second.

209 Mr. Leabough - We have a motion by Mr. Leabough, a second by Mr. Witte.
210 All in favor say aye. Those opposed? There is no opposition; that motion passes.

211 The Planning Commission approved the transfer of approval request for POD-09-96
212 (POD2016-00273), Taco Bell at Laburnum Park Shopping Center from Burgerbusters IV,
213 LLC to Mykonos Properties, LLC, from Burgerbusters IV, LLC to Mykonos Properties,
214 LLC, subject to the standard and added conditions previously approved and the following
215 additional condition:

- 216
217 1. All site deficiencies on the site inspection report dated June 16, 2016 shall be
218 resolved prior to approval of a new Certificate of Occupancy pursuant to BLD2017-
219 00234.

220 Ms. News - Next on page 8 of your agenda and located in the Three Chopt
221 District is a transfer of approval for POD-75-80, POD-33-87, POD-107-88, and POD-16-
222 97, Premier Tech Center, which was formerly the Parham 2810 Building. Staff
223 recommends approval.

228 **TRANSFER OF APPROVAL**

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POD-75-80, POD-33-87,
POD-107-88, and POD-
16-97
POD2016-00554,
POD2016-0555,
POD2016-00556, and
POD2016-00553
Premier Tech Center
(Formerly Parham 2810
Building) – 2810 North
Parham Road

Premier Management Services for Premier Tech Center, LLC: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from North Parham Road, LLC to Premier Tech Center, LLC. The 9.93-acre site is located on the western line of North Parham Road, approximately 255 feet north of its intersection at Mayland Drive, and along the northern line of Mayland Drive, on parcel 757-753-9760. The zoning is O-3C, Office District (Conditional). County water and sewer. **(Three Chopt)**

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Mr. Leabough - Is there anyone present who is opposed to the transfer request for POD-75-80, POD-33-87, POD-107-88, and POD-16-97 (POD2016-00554, POD2016-0555, POD2016-00556, and POD2016-00553) Premier Tech Center (formerly Parham 2810 Building)? I see no opposition, Mrs. Marshall.

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Mrs. Marshall - Mr. Chairman, I move approval of the transfer of approval for POD-75-80, POD-33-87, POD-107-88, and POD-16-97 (POD2016-00554, POD2016-0555, POD2016-00556, and POD2016-00553) Premier Tech Center (formerly Parham 2810 Building), subject to the previously approved conditions, on the expedited agenda.

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Mr. Baka - Second.

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Mr. Leabough - We have a motion by Mrs. Marshall, a second by Mr. Baka. All in favor say aye. Those opposed? There is no opposition; that motion passes.

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The Planning Commission approved the transfer of approval request for POD-75-80, POD-33-87, POD-107-88, and POD-16-97 (POD2016-00554, POD2016-0555, POD2016-00556, and POD2016-00553) Premier Tech Center (formerly Parham 2810 Building), from North Parham Road, LLC to Premier Tech Center, LLC, subject to the standard and added conditions previously approved.

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Ms. News - The final item is on page 9 of your agenda and located in the Three Chopt District. This is a transfer of approval for POD-109-73, POD-105-85 (pt), POD-18-07 (pt), and POD-91-93, WestMark Office Park, formerly Capital One Properties. There is an addendum item revising the zoning description in the caption. Staff recommends approval.

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TRANSFER OF APPROVAL

POD-109-73, POD-105-85 (pt),
POD-18-07 (pt), and POD-91-93
POD2017-00043, POD2017-
00046, POD2017-00051,
POD2017-00052, POD2017-
00054, POD2017-00090, and
POD2017-00091
WestMark Office Park (Formerly
Capital One Properties) – 11011
and 11013 West Broad Street

**New Boston Fund, Inc. for RER/New Boston West
Broad Street, LLC:** Request for transfer of approval
as required by Chapter 24, Section 24-106 of the
Henrico County Code from RER/New Boston West
Broad Street to Roc III Fairlead SunTrust Center, LLC.
The 32.34-acre site is located on the southern line of
West Broad Street (U.S. Route 250), approximately
900 feet west of its intersection with Cox Road, on
parcel 746-760-8608. The zoning is B-3C, Business
District, O-3, Office District, **and O-3C, Office District
(Conditional)**. County water and sewer. **(Three
Chopt)**

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Mr. Leabough - Is there anyone present who is opposed to the transfer
request for POD-109-73, POD-105-85 (pt), POD-18-07 (pt), and POD-91-93 (POD2017-
00043, POD2017-00046, POD2017-00051, POD2017-00052, POD2017-00054,
POD2017-00090, and POD2017-00091), WestMark Office Park (formerly Capital One
Properties)? There is no opposition, Mrs. Marshall.

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Mrs. Marshall - Mr. Chairman, I move approval of the transfer of approval for
POD-109-73, POD-105-85 (pt), POD-18-07 (pt), and POD-91-93 (POD2017-00043,
POD2017-00046, POD2017-00051, POD2017-00052, POD2017-00054, POD2017-
00090, and POD2017-00091), WestMark Office Park (formerly Capital One Properties),
subject to the previously approved conditions, on the expedited agenda.

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278

Mr. Witte - Second.

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Mr. Leabough - We have a motion by Mrs. Marshall, a second by Mr. Witte.
All in favor say aye. Those opposed? There is no opposition; that motion passes.

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The Planning Commission approved the transfer of approval request for POD-109-73,
POD-105-85 (pt), POD-18-07 (pt), and POD-91-93 (POD2017-00043, POD2017-00046,
POD2017-00051, POD2017-00052, POD2017-00054, POD2017-00090, and POD2017-
00091), WestMark Office Park (formerly Capital One Properties), from RER/New Boston
West Broad Street to Roc III Fairlead SunTrust Center, LLC., subject to the standard and
added conditions previously approved.

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290

Ms. News - That completes our expedited agenda.

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Mr. Emerson - Mr. Chairman, we now move to Subdivision Extensions of
Conditional Approval, and we have none of those this morning. So, we now move to page
10 of your regular agenda for POD2017-00185, Langan Engineering for Riverstone
Properties, LLC and Coventry Health Care of Virginia, Inc. The staff report will be
presented by Ms. Christina Goggin.

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PLAN OF DEVELOPMENT AND LIGHTING PLAN

POD2017-00185
Aetna Offsite Parking Lot
– 9851 Mayland Drive and
9881 Mayland Drive

Langan Engineering for Riverstone Properties, LLC and Coventry Health Care of Virginia, Inc.: 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 101 space parking lot and sidewalk along Mayland Drive. The 1.67-acre site is located at the southwestern and southeastern corners of Mayland Court and Mayland Drive, at the intersection of Mayland Drive and Stillman Parkway, on parcel 753-757-1656 and on part of parcel 752-757-8975. The zoning is M-1C, Light Industrial District (Conditional). County water and sewer.
(Three Chopt)

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Mr. Leabough - Is there anyone present who is opposed to POD2017-00185, Aetna Offsite Parking Lot? I see no opposition. Good morning, Ms. Goggin.

Ms. Goggin - Good morning. As previously stated, this proposal is to construct a 101-space parking lot and sidewalk along Mayland Drive to the employee entrance of the Aetna Office Building. Aetna is the developer of the parking lot, and both the layout and the revised lighting plan that was handed to you are consistent with the proffers with zoning case C-39C-88.

The developers held a community meeting with the Pemberton Green Townhome development, which is right here, on March 17, 2017, pertaining to the development for the property for a parking lot and installation of a sidewalk along Mayland Drive. Several citizens attended and were presented the same wooded buffer, which is right here, and an opaque fence on the parking lot side of the 30-foot buffer. The applicant has indicated that they will supplement the views from the neighborhood into the parking lot as necessary with the landscape plan.

This is the old lighting plan right now, but you get the gist. Here's the eight-foot privacy fence, and the poles are the same. Here are the lighting details. The applicant has submitted a lighting plan with their plan of development for Planning Commission review and approval. For the parking lot, the applicant proposes LED lights on 20-foot-tall poles. Staff requested, and the applicant agreed to provide house-side shields on the lights adjacent to Pemberton Green. Those are the lights along this side, and that's also on the plan up in front of you. What is different on this plan compared to the plan in front of you is that the three lights along the new sidewalk on the Aetna building parcel up here have a different type of bulb that directs light to the side versus the front so it's now meeting the half foot candle at the right-of-way line.

There was an outstanding issue; the Planning staff had requested that the applicant continue the sidewalk the additional 170 linear feet to the westernmost edge of their

331 property line. At this time, the applicant has agreed to do so on a subsequent
332 administrative plan. Staff has agreed to that.

333
334 Staff recommends approval subject to the annotations on the plan, the standard
335 conditions for developments of this type, and additional conditions 11B and 29 in the
336 agenda. We also offer an additional condition for the additional length of sidewalk, from
337 this point to this point, that sidewalk plans for the additional sidewalk second shall be
338 submitted and under review before the use of the parking lot. The applicant has asked for
339 that delay in construction and design because they need the sidewalk immediately. And
340 staff understands that.

341
342 I'm here to answer any questions the Commission may have for me. The engineer and a
343 representative for Aetna is here should you have any questions for them.

344
345 Mr. Leabough - Are there any questions from the Commission for
346 Ms. Goggin? Thank you. Mrs. Marshall, would you like the applicant to come forward?
347 I'm sure you do.

348
349 Mrs. Marshall - Please.

350
351 Mr. Leabough - All right. Would the applicant please come forward? These are
352 recorded proceedings, so if you could state your name for the record.

353
354 Mr. Scanlon - Joe Scanlon with Aetna.

355
356 Mr. Newsome - Josh Newsome with Langan.

357
358 Mrs. Marshall - How are you this morning? As far as the sidewalk goes, if you
359 could take me through it a little bit. What was your opposition to the sidewalk originally?

360
361 Mr. Scanlon - The original opposition was removing the trees, the mature
362 trees that we have there, and a lot of the extensive work that was going to take place on
363 the road. Plus, where the sidewalk was going to end, it's in the middle of a highway and
364 there's no crosswalk to go over the highway. That was really the extent. I think the other
365 issue is more—the higher issue is the business. We have won a statement, a contract,
366 and we're going to be hiring 100 people. We needed to get this lot done right away. So,
367 this just came to Aetna about a couple days ago. I think it might have been raised before,
368 but we weren't aware of it until a couple days ago from Aetna's perspective.

369
370 Mrs. Marshall - Okay.

371
372 Mr. Scanlon - So we're behind the eight ball, I guess, to try to get—

373
374 Mrs. Marshall - I know that it was definitely more than three days ago. Maybe
375 not to you, but at least to the developer. So, I just wanted to make sure that you are okay.
376 You may move forward with a condition of the sidewalk will be built.

377
378 Mr. Scanlon - That's fine. Regardless, it's going to happen anyway. Even if
379 we'd known two months ago or a month ago, you're going to make us redo the plan
380 anyway. Right? I mean correct? The only reason I'm saying that is the reason why we're
381 trying to do it right now is just from a timing perspective, not to hold everything up and
382 contest it.
383
384 Mrs. Marshall - Okay. So, you want to be able to move forward with the
385 parking lot.
386
387 Mr. Scanlon - Right, right.
388
389 Mrs. Marshall - Okay.
390
391 Mr. Scanlon - Right now, it looks like the parking wouldn't be done until the
392 end of September, and we still have to take contingencies. That's the whole reason. We're
393 not contesting that we're going to have to do it. We'll at least try to fight something but—
394 I don't mean it like that, but.
395
396 Mr. Archer - Sounded like it.
397
398 Mr. Emerson - But you are committed to constructing that.
399
400 Mr. Scanlon - We're committed to do it. And we would have been committed
401 to do it.
402
403 Mrs. Marshall - Okay.
404
405 Mr. Scanlon - All along, if we had known.
406
407 Mrs. Marshall - All right. Well thank you so much. Questions?
408
409 Mr. Leabough - Any other questions from the Commission? If not, thank you.
410
411 Mrs. Marshall - Thank you.
412
413 Mr. Leabough - Appreciate it. All right. Mrs. Marshall.
414
415 Mr. Scanlon - We can move forward?
416
417 Mr. Leabough - We're going to take a vote in a second.
418
419 Mr. Emerson - The Commission will take action in just a second.
420
421 Mr. Leabough - You're ready to go on and build, right?
422

423 Mr. Witte - He's got a shovel in the car.
 424
 425 Mr. Leabough - Mrs. Marshall, we'll entertain a motion from you.
 426
 427 Mrs. Marshall - Okay. All right. Mr. Chairman. I move POD2017-00185, Aetna
 428 Offsite Parking and Lighting Plan, be approved subject to the annotations on the plans,
 429 the standard conditions for developments of this type, and additional conditions 11B and
 430 29 in the agenda, and an additional condition for the length of the sidewalk as discussed
 431 during this meeting.
 432
 433 Mr. Witte - Second.
 434
 435 Mr. Leabough - We have a motion by Mrs. Marshall, a second by Mr. Witte.
 436 All in favor say aye. Those opposed? There is no opposition; that motion passes.
 437
 438 The Planning Commission approved the plan of development and lighting plan for
 439 POD2017-00185, Aetna Offsite Parking Lot, subject to the annotations on the plans, the
 440 standard conditions attached to these minutes for developments of this type, and the
 441 following additional conditions:
 442
 443 11B. Prior to the approval of an electrical permit application and installation of the site
 444 lighting equipment, a plan including light spread and intensity diagrams, and fixture
 445 specifications and mounting heights details shall be revised as annotated on the
 446 staff plan and included with the construction plans for final signature.
 447 29. The proffers approved as a part of zoning case C-39C-88 shall be incorporated in
 448 this approval.
 449 30. Construction plans for the additional sidewalk section along Mayland Drive on
 450 parcel 752-757-8975 shall be submitted to the County for administrative review
 451 prior to use of the parking lot.
 452
 453 Mr. Emerson - Mr. Chairman, we now move on to page 13 of your regular
 454 agenda and page 2 of your amended agenda for POD2017-00187, Townes Site
 455 Engineering for Three Broad, LLC, 2504 Westwood, LLC, and JSF Management, LLC.
 456 The staff report will be presented by Mr. Lee Pambid.
 457

458 **PLAN OF DEVELOPMENT**
 459

POD2017-00187
 JSF Self Storage on
 Dabney Road – 2504
 Westwood Avenue

Townes Site Engineering for Three Broad, LLC, 2504 Westwood, LLC, and JSF Management, 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 three-story, 115,560 square foot self-storage warehouse. The 2.24-acre site is located at the northwestern corner of the intersection of Dabney Road and Westwood Avenue, on parcels 777-734-4055 and 777-734-5837. The zoning is M-1, Light Industrial District. County water and sewer. **(Brookland)**

460

461 Mr. Leabough - Is there anyone present who is opposed to POD2017-00187,
462 JSF Self Storage on Dabney Road? I see no opposition. Good morning, Mr. Pambid. How
463 are you, sir?

464

465 Mr. Pambid - Good morning, Mr. Chairman, members of the Planning
466 Commission.

467

468 Proposed is a three-story, 115,560-square-foot self-storage warehouse on a 2.24-acre
469 site that will be redeveloped. An existing structure will be demolished to make room for
470 the proposed warehouse. The site is zoned M-1, and all adjacent properties are similarly
471 zoned.

472

473 The building features light and dark gray split-faced CMU along a majority of the
474 structure's base. And the elevations are primarily a light-colored gray EIFS with red
475 banding. The elevations also feature vertical elements of dark gray metal panels
476 containing windows.

477

478 In your addendum is a revised plan that illustrates the details and location of an eight-
479 foot-high black perimeter security fence with pickets. This fence will come off of the front
480 corners of the building here and here, and will wrap around the drive aisle to the sides
481 and the rear of the site. While staff requested additional information on impacts to the
482 drive aisles and parking layout of the adjacent former SeaRay showroom site to the north,
483 this will be handled during the construction plan review.

484

485 No parties have come forward with opposition to staff's knowledge.

486

487 Staff recommends approval of this plan of development subject to annotations on the
488 plan, standard conditions for developments of this type, and additional conditions 29
489 through 33. I can now field any questions you have regarding this. Hayes Sayer, the
490 developer rep, and Tony Caruso with Townes Site Engineering are also here to answer
491 your questions.

492

493 Mr. Leabough - Are there any questions from the Commission for
494 Mr. Pambid?

495

496 Mr. Witte - Mr. Pambid, have we come to any decision on the piers?

497

498 Mr. Pambid - They are willing to do piers. However, on the northern property
499 line, the side property line, there is a stormwater pipe. It's not illustrated on this because
500 this is just a layout. But there is a stormwater pipe that runs along the entire northern edge
501 of the property line that may be problematic. But they seem willing to at least do one
502 maybe on the south side to tie into the other side of the fence. But there is a pipe and
503 grading issues that might possibly preclude a pier on the entrance. It's a 24-foot drive
504 aisle, and the traffic flow is counterclockwise on the site, one way. So there's an entrance
505 here and an exit here. So, at the entrance, there may not be a possibility for a pier.

506

507 Mr. Witte - Thank you.

508

509 Mr. Leabough - Any other questions from Mr. Pambid? All right. Mr. Witte,
510 would you like to hear from the applicant?

511

512 Mr. Witte - I don't think it's necessary unless the Commission has
513 questions.

514

515 Mr. Leabough - I don't think anyone has any questions.

516

517 Mr. Witte - Okay. Well with that, Mr. Chairman, I move approval of
518 POD2017-00187, JSF Self Storage on Dabney Road, as presented, subject to the
519 annotations on the plan, standard conditions for developments of this type, and additional
520 conditions 29 through 33.

521

522 Mr. Baka - Second.

523

524 Mr. Leabough - We have a motion by Mr. Witte, a second by Mr. Baka. All in
525 favor say aye. Those opposed? There is no opposition; that motion passes.

526

527 The Planning Commission approved POD2017-00187, JSF Self Storage on Dabney
528 Road, subject to the annotations on the plans, the standard conditions attached to these
529 minutes for developments of this type, and the following additional conditions:

530

531 29. Details for the gate and locking device at the entrance road and emergency access
532 road shall be submitted for review by the Traffic Engineer, Police and approved by
533 the County Fire Marshal. The owner or owner's contractor shall contact the County
534 Fire Marshal prior to completion of the fence installation to test and inspect the
535 operations of the gates. Evidence of the Fire Marshal's approval shall be provided
536 to the Department of Planning by the owner prior to issuance of occupancy
537 permits.

538 30. Outside storage shall not be permitted.

539 31. In order to maintain the effectiveness of the County's public safety radio
540 communications system within buildings, the owner will install radio equipment that
541 will allow for adequate radio coverage within the building, unless waived by the
542 Director of Planning. Compliance with the County's emergency communication
543 system shall be certified to the County by a communications consultant within
544 ninety (90) days of obtaining a certificate of occupancy. The County will be
545 permitted to perform communications testing in the building at any time.

546 32. The loading areas shall be subject to the requirements of Chapter 24, Section 24-
547 97(b) of the Henrico County Code.

548 33. The location of all existing and proposed utility and mechanical equipment
549 (including HVAC units, electric meters, junction and accessory boxes,
550 transformers, and generators) shall be identified on the landscape plans. All

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

553

554 Mr. Emerson - Mr. Chairman, we now move on to page 17 of your regular
555 agenda and page 3 of your amended agenda for POD2017-00183, Timmons Group for
556 Lakewood Manor Baptist Retirement Community, Inc., and Virginia Baptist Homes, Inc.,
557 dba Lifespire of Virginia; and Greenbrier Development. The staff report will be presented
558 by Mr. Matt Ward.

559

560 **PLAN OF DEVELOPMENT AND SPECIAL EXCEPTION**

561

POD2017-00183
Lakewood Manor
Retirement Community
Expansion – 1900
Lauderdale Drive

Timmons Group for Lakewood Manor Baptist Retirement Community, Inc., and Virginia Baptist Homes, Inc., dba Lifespire of Virginia; and Greenbrier Development: Request for approval of a plan of development and special exception, as required by Chapter 24, Sections 24-106 and 24-2 of the Henrico County Code, to construct a four-story, 136,733 square foot clubhouse 60 feet in height with 44 units; and two three-story, 22,492 square foot villas with ten units each, for an existing life care facility. The special exception would authorize a clubhouse building exceeding 45 feet in height. The 168-acre site is located along the southern line of Lauderdale Drive, at the intersection with John Rolfe Parkway, on parcels 732-744-7564, 733-745-8147, 733-746-2622, and 734-744-4554. The zoning is R-6C, General Residential District (Conditional) and C-1, Conservation District. County water and sewer. **(Tuckahoe)**

562

563 Mr. Leabough - Is there anyone present who is opposed to POD2017-00183,
564 Lakewood Manor Retirement Community Expansion? We have opposition. All right, thank
565 you, sir. If you could just hang tight, we'll call you forward when we're ready. Thank you.
566 Mr. Emerson, I guess we should probably read our guidelines for speaking at our public
567 hearings just so everyone's clear.

568

569 Mr. Emerson - Yes, sir. As the Chairman noted, the Commission does have
570 guidelines that apply to their public hearing process, and they are as follows: The
571 applicant is allowed ten minutes to present the request, and time may be reserved for
572 responses to testimony. Opposition is allowed a cumulative ten minutes to present its
573 concerns, meaning everyone who wishes to speak in response to the proposal has a
574 cumulative ten minutes to fit into. Commission questions do not count into time limits. The
575 Commission may waive the limits for either party at its discretion. And the comments must
576 be directly related to the case under consideration.

577

578 Mr. Leabough - Thank you, sir. Mr. Ward's going to present the case, and then
579 we'll have the applicant and any opposition come forward and share comments,
580 concerns, and questions. Mr. Ward, good morning, sir.

581
582 Mr. Ward - Good morning, Mr. Chairman, members of the Commission.

583
584 In the plan before you, the applicant plans to demolish a part of an existing apartment
585 building and construct a new four-story building, as well as two villas that are three stories.
586 The number of additional buildings are in keeping with the purpose of a life care facility.
587 The rezoning case C-75C-00, as well a provisional use permit, P-14-00, were approved
588 by the Board of Supervisors to be a life care facility on January 23, 2001.

589
590 Today, the community consists of five three-story apartment buildings with a total of 227
591 apartments, 14 cottages, 3 three-story villas with a total of 30 units, a health services
592 center providing a total of 96 beds, and an assisted living facility with 74 units, as well as
593 a community center.

594
595 The proposed community center expansion is central to the site. They applicant proposes
596 to construct a new four-story building that will have basement floor parking, as well as on
597 the first floor a multi-use clubhouse with a pool and 44 independent living units on the
598 second, third, and fourth floors of the clubhouse building. This would make a total of 271
599 independent living apartments on the site.

600
601 The new three-story villa buildings are called hybrids. Those will also be 20 independent
602 living units, 10 in each building. So, you'll have a total of 50 villa independent living units
603 on site.

604
605 Also, the plan calls for a large pond that's central to the site. You can see here that it'll be
606 in behind the new clubhouse, as well as behind an existing apartment building. That will
607 be surrounded by retaining walls and an elevated terrace/patio for outdoor dining
608 enjoyment.

609
610 Furthermore, a County sidewalk will be provided along the south line of Lauderdale, as
611 required by Public Works, Traffic Division. The location and details of that will be worked
612 out during construction plans.

613
614 The first-story clubhouse building includes a stone veneer foundation and brick walls with
615 a mixture of brick and cementitious siding on the second, third, and fourth floors. The
616 villas are pretty much the same. They will also have stone/veneer foundations and brick
617 walls with a mixture of brick and cementitious siding on the second and third floors.

618
619 As provided on page 3 of your addendum, Fire did require for additional fire lanes to be
620 added, as well as some truck movement in the service area. This is the service area here,
621 so the fire truck will be able to circulate around there, as well as a new fire lane here in
622 front of the clubhouse, and then to be used in conjunction behind the building, the patio.

623

624 Since the proposed 4-story, 60-foot-tall building exceeds the allowed 45-foot height
625 limitation, the application does include a request for a special exception as permitted in
626 Section 24-94(b) of the Zoning Ordinance. And as a normal procedure, staff makes no
627 recommendations regarding the special exception. The applicant will have to present
628 evidence to the Commission to support their request.

629

630 Should the Commission approve the special exception, staff does recommend approval
631 subject to the annotations on the plan, the standard conditions for developments of this
632 type, and the following conditions 29 through 33.

633

634 That concludes my presentation. I'll be happy to answer any questions the Commission
635 may have of me. We have Jason Mullins with Timmons Group, the engineer, and Sarah
636 Gregory, the architect with THW Design, representing the applicant, as well as Jonathan
637 Cook with Lakewood Manor, should have any questions of them.

638

639 Mr. Leabough - Are there any questions from the Commission for Mr. Ward?

640

641 Mr. Baka - One question, Mr. Chairman. Mr. Ward mentioned the height
642 the building proposed is 105 feet and 9 inches [sic]. Can you give an approximate idea of
643 how far that building is set back?

644

645 Mr. Ward - They have a proffer from Lauderdale that no building can be
646 above 200 feet within Lauderdale. I think that's how it's written. So, this is beyond 200
647 feet. It's central to the site. The bigger concern would be if you could see it.

648

649 Mr. Baka - Scalability, if you have a tall building. And maybe that question
650 might be better addressed to the applicant at some point. And just to reiterate the
651 comment about the fire department. The turning lanes are now adequate for fire trucks to
652 maneuver according to the fire department's review. Correct?

653

654 Mr. Ward - Right, correct. They had to add two more as well as additional
655 fire hydrants. And then you have the full circulation in back where the service area is here.

656

657 Mr. Baka - Thank you.

658

659 Mr. Emerson - Mr. Ward, before you step away, how visible would this be
660 from Tuckahoe Village West, the Queens Point neighborhood, and then the other
661 adjacent neighborhood?

662

663 Mr. Ward - I think the impact is going to be the two villas. Those are three
664 stories. Those will be new.

665

666 Mr. Emerson - I mean how far is it from those neighborhoods and how visible
667 will it be?

668

669 Mr. Ward - You're over 200 feet from that point, but I don't know the exact
670 measurement and how far that is. Sorry about that.
671
672 Mr. Emerson - But you're over 200 feet from all those neighborhoods.
673
674 Mr. Ward - Right. But it's obviously going to be visible because you have
675 woods there now, and everything else is developed but the two villas that will be two new
676 three-story buildings.
677
678 Mr. Baka - But the woods outside the perimeter of the building envelope
679 would remain. Is that correct?
680
681 Mr. Ward - Yes.
682
683 Mr. Emerson - So visibility is limited.
684
685 Mr. Baka - Correct. Is that assumed or is that conditioned that only the
686 land necessary for clearing for the improvements of these buildings would be cleared.
687
688 Mr. Ward - Right. They cannot go beyond that. You do have wetlands on
689 this said, so that will be protected for future purposes. But you could be seeing
690 development in here in the future. And Lakewood may want to speak on that if they have
691 expansion plans.
692
693 Mr. Leabough - Any other questions for Mr. Ward? If not, Mr. Baka, would you
694 like to hear from opposition first and then the applicant or?
695
696 Mr. Baka - Any comments from the public, yes.
697
698 Mr. Leabough - Okay. Now is your opportunity, sir, and any others that would
699 like to speak in opposition. Please come to the podium. If you could, please state your
700 name for the record.
701
702 Mr. Trevillian - Good morning. Kevin Trevillian [sp].
703
704 Mr. Leabough - All right, thank you, sir.
705
706 Mr. Trevillian - I'm not opposing anything about the development. My main
707 concern is, I think, as you spoke, because I am their next door neighbor that backs up to
708 the wetlands. I just didn't want all the development to change the environment and then
709 have all those wetlands come back into my property. But I think you answered it with the
710 fact that they're going to keep a buffer. I'm on the right side in the swamp.
711
712 Mr. Baka - Sir would you be able to take the mouse on the computer
713 there and point out your property?
714

715 Mr. Trevillian - Let's see. Right there. This is all me. I just wanted to make
716 sure that if they did any major development in here—because right now it's just a big
717 sponge. During major storms, it really fills here. So that was my main concern. But I think
718 probably they've done it with keeping that large buffer there. I think they changed it now.
719 It's a 75-year floodplain and then the wetlands protected.
720
721 I love the development. It's a great neighbor. I just didn't want all of a sudden they just
722 push all this dirt, and then next thing you know it's coming up into the property. That was
723 it.
724
725 Mr. Leabough - Okay. Thank you, sir.
726
727 Mr. Trevillian - Thank you.
728
729 Mr. Leabough - Anyone else that would like to speak in opposition? Just a
730 quick reminder, there's a cumulative ten minutes for all opposition. I think we're probably
731 at about two minutes.
732
733 Ms. Hayes - Okay. My name is Kathryn Hayes. I live the on fourth property
734 up north from Lakewood. I'm concerned about the effect this going to have on our property
735 values because of the aesthetics—
736
737 Mr. Witte - Ma'am? Can you pull the mic down a little bit? There you go.
738 Thank you.
739
740 Ms. Hayes - I'm concerned about the effect this is going to have on our
741 property values concerning the aesthetics of the building proposed. Currently, the
742 buildings are very low, below main eyesight of the road. And I'm concerned that this four-
743 story building is going to be much more visible despite the privacy fence. That's my
744 concern.
745
746 Mr. Baka - Ma'am, if you would, could you take the mouse and do the
747 same, point out approximately where your property is?
748
749 Ms. Hayes - Right there. Has there been a study as to the impact on
750 property value? Is that possible?
751
752 Mr. Leabough - Can you speak to that, Mr. Emerson?
753
754 Mr. Emerson - Yes, ma'am. Property values are not within the purview of
755 consideration under state law by this body. So, that's not something that's taken into
756 consideration.
757
758 Ms. Hayes - Okay.
759
760 Mr. Leabough - Anyone else? Yes, please come forward, sir.

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Mr. Napolitano - Thank you, Mr. Chairman, members of the board. My name is Sal Napolitano. I actually own the property down here at the bottom of Westshire Lane. All through this area is all wetland. And the terrain, in order to build—in my opinion; I’m not a builder. The terrain through this area slopes down toward the properties down this way. Any building going in there would actually move that floodplain closer to the developments and cause an impact to all these properties involved in this area, including the pool. It increases everybody’s insurance rates, and it devalues the property. I understand that you don’t consider the property values in this area. But the view of the properties also. It just isn’t something that our neighborhood is really willing to agree to. We don’t have a problem if the buildings are far enough toward the south side, closer to the buildings where it would not impact this floodplain or the view of our property. Thank you for your time.

Mr. Leabough - Thank you, sir. Anyone else that would like to speak in opposition? Okay. I’m sure you want to hear from the applicant.

Mr. Baka - Yes.

Mr. Leabough - Will the applicant please come forward?

Mr. Mullins - Good morning, everyone. I’m Jason Mullins with Timmons Group representing the civil engineers for the project.

Ms. Gregory - Good morning. Sarah Gregory with THW Design, representing the architect.

Mr. Cook - My name is Jonathan Cook. I’m the president and CEO of Lifespire Virginia, the parent organization of Lakewood.

Mr. Baka - Good morning. I wanted to ask if you could collectively walk through a couple of the issues that we’ve heard and try to respond to and/or address concerns about the proposed location of the building, the effect it would have on drainage within that creek, and the visibility of the taller buildings. If you could also elaborate on approximate distances from the property line. Not just from the property line, but also from the public roads there, Westshire Drive and Lockwood Drive.

Mr. Mullins - I can certainly speak to the floodplain and drainage issues along this side. We’ve pulled the villas in closer to the main campus to stay out of the wetlands and the floodplain setback. We also have a level spreader, which changes our concentrated stormwater runoff to sheet flow before entering the floodplain. That should leave the floodplain in its natural condition. We’re still 20 feet beyond the buffer that’s set off of the floodplain itself.

805 Mr. Baka - How would your development on the east side of the creek
806 adversely affect the floodplain limits on the west side of the creek? Would it expand those
807 limits?
808
809 Mr. Mullins - It would not. We're staying out the floodplain.
810
811 Mr. Leabough - Do you have a map that shows the site plan with the proposed
812 buildings on the floodplain? That would be helpful to see. Mr. Ward probably can help you
813 with that. Thank you, Mr. Ward.
814
815 Mr. Mullins - Sorry, it's hard for me to see this.
816
817 Mr. Leabough - Can you zoom in? Do you mind helping him with the zoom?
818 There you go. Okay.
819
820 Mr. Mullins - What have I done?
821
822 Mr. Leabough - Help him out, Mr. Ward, please.
823
824 Mr. Mullins - So these lines are little circles, these are the floodplain limits.
825 You can see we're laying a sanitary sewer line through there. That's our only impact into
826 the floodplain. But we've pulled the rest of our development back. This line here is our
827 storm line where we've put a level spreader right at the end. And that changes into sheet
828 flow right before it enters the floodplain.
829
830 Mr. Leabough - So in layman's terms, level spreader and what does that do?
831
832 Mr. Mullins - When you have a storm pipe and it dumps into a creek,
833 typically it's coming out of a circular pipe, and it has a lot of velocity to it. We put it into a
834 plunge pool, and then there's a board at the end which changes it to sheet flow, which
835 means your flow comes out over a broader area at a shallower depth.
836
837 Mr. Leabough - Thank you.
838
839 Mrs. Marshall - You're taking all the water coming from your project, you're
840 dumping into your pipe, and then you're going to let it out into the floodplain. Is that
841 correct?
842
843 Mr. Mullins - Yes ma'am.
844
845 Mrs. Marshall - Has any thought been given to having a tank where you hold
846 it, where you're actually letting out a little bit less water at a time?
847
848 Mr. Mullins - We did look at that before. But the fact that you have a
849 floodplain, you're allowed to and you're supposed to discharge right at the limits of the
850 floodplain. So for a storage area—I don't know if it's in this plan. This energy dissipater

851 where it goes into a plunge pool does have its own storage. So, it has to fill up the plunge
852 pool before it will spill over the board as sheet flow.

853

854 Mrs. Marshall - Okay. So, you see that as being enough to keep all the people
855 who spoke here from their yards being flooded.

856

857 Mr. Mullins - Yes, ma'am.

858

859 Mrs. Marshall - Okay.

860

861 Mr. Leabough - So, this won't change the situation that currently exists,
862 correct?

863

864 Mr. Mullins - Correct. That's why we have to stay out of the floodplain.

865

866 Mr. Leabough - They will see no impact as a result of this development.

867

868 Mr. Mullins - Correct.

869

870 Mr. Leabough - The conditions that exist today will exist after this is built.

871

872 Mr. Mullins - Yes, sir.

873

874 Mr. Baka - And all of the final drainage plans for erosion and sediment
875 control and stormwater management are reviewed by the Department of Public Works for
876 their compliance and approval, correct?

877

878 Mr. Emerson - Yes, sir, that is correct.

879

880 Mr. Baka - Okay. I have an additional question for the architect, if I may,
881 Ms. Gregory. Could you generally describe what you may see from, first of all,
882 approximate distances from the buildings to the property line and approximate distances
883 to the public streets and Westshire Drive? And can you give a general idea of what you
884 may see as far as building mass and impact?

885

886 Ms. Gregory - Sure. Just so that you can sort of scale, the distance from right
887 here where we're putting the new clubhouse building in, to Lauderdale is roughly 500 feet.
888 So that distance right there is 500 feet. So you can see that this piece right here is the
889 four-story building. So from it over to the subdivisions it's probably two to three times the
890 distance to Lauderdale Drive. I don't have a scale here, but I'm going to guess we're
891 1,500 or more feet away from the subdivision.

892

893 Mr. Baka - So if I could start on Lauderdale Drive, if you're about 500 feet
894 from the road, a 100-foot [sic] building with those contours and trees, are you likely to see
895 the mass of the building from Lauderdale?

896

897 Ms. Gregory - No, I predict you won't see it at all. There is a landscape buffer
898 per the original proffers that must be maintained. Those trees cannot be removed at
899 Lauderdale. So, you will not be able to see this building.

900
901 Mr. Baka - Okay. So the distance you said is perhaps twice as great to
902 the homeowners along Westshire and Havenwood?

903
904 Ms. Gregory - I would say three times to the four-story building. It should be
905 noted that the two buildings closest to the division on the left of this page are the hybrid
906 homes, which are the three-story buildings. They are under the 45-foot height. They are
907 also stepping down the hills. So there are technically only two stories above the kind of
908 entry drive side. So even from Lauderdale you wouldn't see more than two stories.

909
910 Mr. Baka - I guess this is a follow-up question for staff on visibility. Do
911 any of the conditions require any type of tree protection fencing used previously such as
912 an orange mesh tree protection fencing on site to ensure that the trees that are supposed
913 to be preserved outside of the area of clearing are actually kept and not knocked down?

914
915 Mr. Ward - Yes. The orange safety tree protection can definitely be
916 placed for this side of the project. This is already developed over here, so you're just
917 demoing a building and parking lot. Here it's going to be tearing out woods. If the applicant
918 agrees—

919
920 Mr. Baka - That westernmost perimeter is the one that concerns me, just
921 that.

922
923 Mr. Ward - Correct.

924
925 Mr. Baka - We don't want to have a situation that I've heard about in the
926 past in other counties where it was cleared beyond limits.

927
928 Mr. Ward - If you want to go further, if you want to limit the disturbance,
929 we can put up the orange safety fence.

930
931 Mr. Emerson - Clearing limits will be delineated at the time the staff meets on
932 site. Public Works will delineate those clearing areas, and they will have to stay within
933 them during construction.

934
935 Mr. Baka - Okay. I guess this is the final question, for Ms. Gregory, the
936 architect. Mr. Ward mentioned the building materials that were used, but could you go
937 over again the building materials, particularly on the tallest building?

938
939 Ms. Gregory - Yes. At the grade level, we are all masonry veneer. So, we
940 have a combination of stone, simulated stone and brick. Which the brick is the slightly
941 darker hatched piece you're seeing here. The stone is the lighter horizontal hatching.
942 Then above the first floor, we have a combination of brick and fiber cement siding like a

943 Hardi siding. We have two different textures of those items. That's continuous around the
944 building, especially the five-story piece. You can see the dining pavilion here on the right-
945 hand side is all masonry. The rooftop is asphalt shingles. It has a parapet and mansard-
946 style roof to simulate residential style. We have dormers and a chimney, as you can see.
947
948 Mr. Baka - Okay. So aesthetically speaking, we have residential style
949 architecture on a large building, tall building. But aesthetically speaking, it is of a high-
950 quality material.
951
952 Ms. Gregory - That's correct.
953
954 Mr. Baka - All right. I have no further questions of the applicant.
955
956 Mrs. Marshall - Mr. Archer, do you have a question?
957
958 Mr. Archer - Yes. I did want to see the original overhead photo that was
959 depicted. No, the actual picture.
960
961 Mr. Emerson - The aerial.
962
963 Mr. Archer - Can someone trace in that area, that is water flow area, just
964 take their hand and trace how far you will impact that area, your perimeter?
965
966 Mr. Mullins - How far our development extends out?
967
968 Mr. Archer - Yes. Just kind of draw an imaginary line.
969
970 Mr. Mullins - Probably here, down this line, and then across.
971
972 Mr. Archer - Okay.
973
974 Mr. Mullins - We're connecting our parking lot to this road.
975
976 Mr. Archer - Okay. That's all I wanted to ask. Thank you. It's better to
977 imagine it looking at this picture than from the graphic. Okay, thank you.
978
979 Mr. Leabough - Any other questions from the Commission?
980
981 Ms. Hayes - [Off microphone] Can I ask a question?
982
983 Mr. Leabough - Sure, quickly.
984
985 Ms. Hayes - Kathryn Hayes. Has there been an environmental impact
986 study done as it relates to the impact on the wetlands? I just propose it lacks
987 commonsense to think that there would be no impact. These are true wetlands. They are

988 wet. And to increase the amount of water by any amount is going to cause problems.
989 Thank you.

990
991 Mr. Leabough - Thank you. So Mr. Mullins, can you respond to that, please?

992
993 Mr. Mullins - Jason Mullins. Seeing as how we're not impacting the
994 wetlands, we haven't done a true study. But going through the POD process, we're
995 ensured by meeting DPW standards that we're not impacting the wetlands, and we have
996 to provide certification as such to them.

997
998 Mr. Baka - To clarify the additional discharge of water at the edge of the
999 floodplain into the wetlands, you're saying when you meet the DEQ standards, minimum
1000 standard 19, so to speak, for offsite runoff that you're not adversely impacting *that* wetland
1001 area.

1002
1003 Mr. Mullins - Correct. We're also meeting the energy balance equation for
1004 DEQ. In doing so, using the level spreader, we help settle out the water and contain it
1005 there before dumping into the floodplain.

1006
1007 Mr. Leabough - I'm going to ask a question you probably can't answer on the
1008 fly. In terms of the amount of impervious surface that you're adding, do you know the
1009 percentage? If there were existing buildings—

1010
1011 Mr. Mullins - I can find it for you in a second.

1012
1013 Mr. Leabough - —that you're replacing and existing parking areas that are
1014 already there. So just kind of guess. You don't have to do any real calculations. But in
1015 terms of additional impervious area, if you had to guess or estimate, what would you say?

1016
1017 Mr. Mullins - Five percent.

1018
1019 Mr. Leabough - So you're not adding 100 percent impervious area; you're only
1020 adding 5 percent to what's already there.

1021
1022 Mr. Mullins - Correct. Really the only impervious we're adding are the villas.
1023 The clubhouse is already a parking lot. And we're just replacing impervious with
1024 impervious at that location.

1025
1026 Mr. Cook - We're also replacing [inaudible] retention pond.

1027
1028 Mr. Leabough - So you're making the situation a lot better than it is today,
1029 right? With the current impervious area that's already there.

1030
1031 Mr. Cook - Yes sir. And if I could, I would just like to tell our neighbors
1032 that I would welcome them to come by our sales office and really see. We have visuals.
1033 We have flybys. So, they could actually the impact. We want to do nothing but be a great

1034 neighbor for everybody surrounding us. We've been a great neighbor since 1977. We're
1035 in the business of serving seniors. We are a faith-based provider. We understand how
1036 important our neighbors are and our relationship with them. So, I would just invite them
1037 to come by and really see what we're going to do.
1038

1039 I would also say from a value standpoint; I believe we will be positively impacting the
1040 neighborhood with a \$70 million investment. The entry fees on this product are actually
1041 going to double where we currently are today. And the quality of the construction is ten
1042 times better than what was built in 1977. Ultimately, we have to do that for our seniors
1043 that we serve. Thank you.
1044

1045 Mr. Leabough - Thank you. Any other questions?
1046

1047 Mr. Archer - Yes, I have one more question. What would be the width of
1048 the standard outflow pipe? I'm trying to get at the spread.
1049

1050 Mr. Mullins - A typical outflow pipe is probably 36 to 48 inches.
1051

1052 Mr. Archer - Okay. Now how wide—
1053

1054 Mr. Mullins - But when you put the level spreader in—
1055

1056 Mr. Archer - Yes, how wide would the level spreader be?
1057

1058 Mr. Mullins - That's 40 to 50 feet.
1059

1060 Mr. Archer - Okay. So you're going from inches to quite a number of feet.
1061

1062 Mr. Mullins - Correct. We're from the 2 to 3 feet in a circular pipe with a lot
1063 of velocity to spread out over 40 to 50 feet in a sheet flow condition.
1064

1065 Mr. Archer - Okay, thank you.
1066

1067 Mr. Mullins - Yes sir.
1068

1069 Mr. Baka - I have one other quick question that may impact the
1070 neighbors. I'm sorry. Once construction begins and it's day one, about how long is the
1071 construction phase of activity until you would be finished, would you estimate?
1072

1073 Mr. Mullins - The construction phase is about 19 months. Obviously the
1074 largest portion that's going to create the disruption is the site work. The initial site work
1075 phase would be about five to six months. But once we get under roof, it's painters, it's
1076 drywall, it's carpentry, that kind of thing.
1077

1078 Mr. Baka - Thank you.
1079

1080 Mr. Leabough - It sounds like you're willing to provide your contact information
1081 so if the neighbors are experiencing any hardships as it relates to your construction or
1082 your operations you're willing to provide that contact so they can call you and have it
1083 addressed.

1084
1085 Mr. Cook - Absolutely. We want to do anything we can to be a great
1086 neighbor.

1087
1088 Mr. Leabough - That would be great. Thank you. Any other questions? If not,
1089 Mr. Baka, how would you like to proceed, sir?

1090
1091 Mr. Baka - Thank you. Mr. Chairman, I appreciate the opportunity to have
1092 a dialogue on this. The improvements with the fire department lanes were stated. As far
1093 as the concerns for drainage and visibility, I believe the applicant has responded to those
1094 concerns to the neighborhood. So, at this point, Mr. Chairman. I move for approval of the
1095 plan of development and special exception for height for POD2017-00183, Lakewood
1096 Manor Retirement Community Expansion, subject to the annotations on the revised plan,
1097 the standard conditions for developments of this type, and additional conditions 29
1098 through 33.

1099
1100 Mrs. Marshall - Second.

1101
1102 Mr. Leabough - We have a motion by Mr. Baka, a second Mrs. Marshall. All in
1103 favor say aye. Those opposed? There is no opposition; that motion passes.

1104
1105 The Planning Commission approved the plan of development and special exception for
1106 POD2017-00183, Lakewood Manor Retirement Community Expansion, subject to the
1107 annotations on the plans, the standard conditions attached to these minutes for
1108 developments of this type, and the following additional conditions:

- 1109
1110 29. A concrete sidewalk meeting County standards shall be provided along the south
1111 side of Lauderdale Drive.
1112 30. Outside storage shall not be permitted.
1113 31. The proffers approved as a part of zoning case C-75C-00 shall be incorporated in
1114 this approval.
1115 32. The proffers approved as a part of zoning case P-14-00 shall be incorporated in
1116 this approval.
1117 33. The location of all existing and proposed utility and mechanical equipment
1118 (including HVAC units, electric meters, junction and accessory boxes,
1119 transformers, and generators) shall be identified on the landscape plans. All
1120 equipment shall be screened by such measures as determined appropriate by the
1121 Director of Planning or the Planning Commission at the time of plan approval.

1122
1123 Mr. Emerson - Mr. Chairman, we now move on to page 19 of your regular
1124 agenda for POD2017-00143, VHB for RER/New Boston West Broad Street, LLC., ROC

1125 III Fairlead SunTrust Center, LLC, and Drury Development Corporation. The staff report
1126 will be presented by Mr. Matt Ward.

1127

1128 **PLAN OF DEVELOPMENT**

1129

POD2017-00143
Drury Plaza Hotel –
11049 West Broad Street

VHB for RER/New Boston West Broad Street, LLC, ROC III Fairlead SunTrust Center, LLC, and Drury Development Corporation: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to construct an 8-story, 217 room hotel totaling 151,714 square feet. The approximately 3.45-acre site is located on the north line of Interstate 64, and south of West Broad Street (U.S. Route 250), approximately 1,000 feet west of the intersection of West Broad Street (U.S. Route 250) and Dominion Boulevard, on parcel 746-760-2130 and part of parcel 746-760-8608. The zoning is B-3C, Business District (Conditional) and O-3C Office District (Conditional). County water and sewer. **(Three Chopt)**

1130

1131 Mr. Leabough - Is there anyone present who is opposed to POD2017-00143,
1132 Drury Plaza Hotel? I see no opposition. Good morning again, Mr. Ward.

1133

1134 Mr. Ward - Good morning. This plan of development does coincide with
1135 the previous zoning approval case, C-4-08, and companion provisional use permit P-2-
1136 08, which contemplated a hotel in the westernmost part of the property here adjacent to
1137 the I-64 off-ramp.

1138

1139 The current proposal is to construct an eight-story hotel with 151,714 square feet with
1140 217 rooms. The hotel features on the first floor include the porte cochere, which I have
1141 here coming out in the parking lot, the spacious lobby room, as well as several meeting
1142 spaces, and a pool, which is partly covered and the remainder is open air.

1143

1144 To accommodate parking, a perpetual shared parking agreement and access
1145 construction easement is going into the WestMark corporate campus site that requires
1146 that 50 percent of 217-required hotel spaces be provided on the Drury site. This is fulfilled
1147 with 118 spaces on the hotel site and then 113 offsite. The provisional use permit also
1148 authorizes a 150-foot-tall building. As we mentioned in the caption, that's allowed, based
1149 on the PUP, which is a 150-foot max. They're proposing 105 feet 9 inches at the top of
1150 the parapet, which is in keeping with the PUP.

1151

1152 Additional architectural renderings here show the first three stories being tan cast stone
1153 veneer, and then the upper floors will be red granite stone finish. The top crown part of
1154 the building will be a light tan synthetic plaster.

1155

1156 At this time, staff can recommend approval subject to the annotations on the plan,
1157 standard conditions for developments of this type, and the following conditions 29 through
1158 33.

1159
1160 This concludes my presentation. I'm happy to answer any questions the Commission may
1161 have of me. We do have Kathy Halpaus, the engineer with VHB, the applicant, Michael
1162 Prehm, and Mark Kohl with Drury Development Corporation, should you have any
1163 questions of them.

1164
1165 Mr. Leabough - Are there any questions from the Commission for Mr. Ward?
1166

1167 Mrs. Marshall - Mr. Ward, just a quick question. As far as parking goes, you
1168 do not think it will be a problem, especially when SunTrust moves into the piece to the
1169 right?
1170

1171 Mr. Ward - Staff feels with the perpetual shared agreement between the
1172 future SunTrust folks and the hotel that it should be worked out. They're meeting our
1173 requirements based on showing 50 percent of the parking on their site. They're meeting
1174 the parking requirements.
1175

1176 Mrs. Marshall - Thank you.
1177

1178 Mr. Leabough - Any other questions for Mr. Ward? If not, Mrs. Marshall, how
1179 would you like to proceed? Would you like the applicant to come forward?
1180

1181 Mrs. Marshall - Please.
1182

1183 Mr. Leabough - Okay.
1184

1185 Mr. Prehm - Good morning. My name is Michael Prehm. I work for Drury
1186 Development Corporation. I'd just like to start by thanking the Commission for your time
1187 this morning. We're excited to be here and present our plan. I'd also like to thank the
1188 members of the County departments that submitted comments on our application,
1189 especially that of the Planning staff. I feel that their review has been very thoughtful, and
1190 they've been very responsive through the process. I just want to start by thanking
1191 everyone for your time.
1192

1193 I'd just like to share a little bit about our company. This will be our first location in Virginia,
1194 so just wanted to share a little bit about us. Drury Development Corporation is a private,
1195 family-owned company based in St. Louis, Missouri. We focus on the development of our
1196 Drury Inn & Suites and Drury Plaza hotel brand properties. Again, what is proposed here
1197 is the 217-room, 8-story Drury Plaza Hotel.
1198

1199 Some of the things that make us different from our competition, aside from being private
1200 and family-owned, are we try to find markets that we know that we will be successful in

1201 for 30, 40, or 50 years or more. I certainly think that Richmond, Henrico County meets
1202 that description.

1203

1204 With that long-term ownership in mind, we're also different in the way that we build our
1205 buildings and construct our developments. The building that's proposed is all concrete
1206 construction. It's poured concrete, post-tension decks, with insulated concrete form
1207 exterior walls, with premium finishes on the exterior and also premium finishes on the
1208 interior.

1209

1210 Our business plan as a whole is to identify wonderful markets such as this, but then also
1211 find the best sites within those markets. We believe that if we're in a location that's visible
1212 and easily accessible to potential guests, they'll see the building, we'll get them through
1213 the door. They'll see what's inside in comparison to our competition. Once they stay with
1214 us—we have an award-winning hotel operations group that will hopefully win their
1215 business back.

1216

1217 Anytime any one of our guests steps foot in any one of our buildings, any building that
1218 has our name on it is owned by the Drury family. And also, the employees in that building
1219 operate through a chain of command to Chuck Drury himself. He runs a wonderful
1220 operations group. This past year, we've received our 11th consecutive J. D. Power award
1221 for best in quality in our segment. We're the first hotel company to do so in any market
1222 segment.

1223

1224 Again, we think that if we construct a great building at a great location and provide a great
1225 value to our guests with customer service that is second to none, we think that it will be a
1226 wonderful addition to the Henrico community and a wonderful complement to the
1227 community.

1228

1229 With approval today, we plan to be under construction with site work by the end of the
1230 year, which will position for us an opening date sometime in the second quarter of 2019.

1231

1232 Mr. Leabough - May I ask a quick question? You go first.

1233

1234 Mrs. Marshall - No, you go first.

1235

1236 Mr. Leabough - What markets are you in other than being in Henrico if this is
1237 approved?

1238

1239 Mr. Prehm - That's a great question. This is our first one in the state of
1240 Virginia. We have about 140 locations, and we're located in 22 states.

1241

1242 Mr. Leabough - Do you operate your own hotels or do you contract that out?

1243

1244 Mr. Prehm - Every one of our hotels is owned and operated by the Drury
1245 family. We don't franchise our brand to any other developers.

1246

1247 Mr. Leabough - So across your portfolio, what's your occupancy?
1248
1249 Mr. Prehm - Across our portfolio, that would be difficult for me to answer.
1250
1251 Mr. Leabough - Just on average. Mark?
1252
1253 Mr. Kohl - Across the portfolio, as Mike said, I don't have that number
1254 with us today. We're competing in each market as it relates to the overall competition.
1255 With the Drury Plaza flag, we feel we'll be competing here with some of our counterparts—
1256 the Marriott, the Hilton, the higher end limited-service type brands.
1257
1258 Mr. Witte - Sir, can you state your name, please?
1259
1260 Mr. Kohl - Oh, yes. My name is Mark Kohl. I'm with Drury Development
1261 Corporation as well.
1262
1263 Mr. Witte - Thank you.
1264
1265 Mr. Leabough - Thank you. I have no further questions.
1266
1267 Mrs. Marshall - I really just wanted to say thank you. I've had an opportunity
1268 to speak with staff. Staff and myself, we always appreciate people that go above and
1269 beyond, and we think that's great.
1270
1271 I think it's a great amenity to that part of Broad Street for several reasons. There are more
1272 conventions and not enough rooms, so I think it's going to be very beneficial. All the
1273 sporting events that we have here from soccer to NASCAR, I think you're going to find
1274 yourselves very full. We appreciate that.
1275
1276 Mr. Witte - I have one quick question for the gentleman from Drury.
1277 Missouri, that's the show-me state, isn't it?
1278
1279 Mr. Prehm - Yes, sir.
1280
1281 Mr. Witte - Do you believe you've shown me a good reason to vote for
1282 this?
1283
1284 Mr. Prehm - I can actually show you a photo of a similar hotel that we've
1285 constructed several times. The most recent was in Carmel, Indiana. If you have a second,
1286 I'd like to share that photo with you.
1287
1288 Mr. Witte - Sure. I just wanted your honest opinion. But I'd love to see the
1289 hotel.
1290
1291 Mr. Leabough - I think that's the first time we've been thanked for our
1292 comments, by the way. When you're done with this hotel, there's a district, probably the

1293 premier district in the County, called Varina. We have a lot of opportunity out there if you
1294 want to expand in Virginia. After this hotel, of course.
1295

1296 Mr. Prehm - Well we're always looking for new opportunities. As a group,
1297 our company through development has five under construction at any one time. We
1298 design and construct everything in-house. So, we're always looking for new opportunities.
1299

1300 Mr. Archer - Sir, I'm sort of surprised that the Chairman does not know
1301 which district is the premier district.
1302

1303 Mrs. Marshall - I would have to agree with that.
1304

1305 Mr. Prehm - We have another card for everyone.
1306

1307 Mr. Leabough - Mr. Nelson, I think you would agree with me, right? That's two
1308 votes at least. I think we have them out numbered up here.
1309

1310 Mr. Witte - Looks like you can't show me.
1311

1312 Mr. Leabough - I think they're working on it, Bob. If we can't get to it quickly—
1313

1314 Mr. Emerson - Did we not take the flash drive to the control room?
1315

1316 Mr. Prehm - I certainly apologize.
1317

1318 Mr. Emerson - Take it back and . . . Fred can handle that for us. Fred's got it.
1319 If you'll excuse and let our support staff handle it.
1320

1321 Mr. Leabough - Last time, Bob, no questions.
1322

1323 Mr. Prehm - I apologize for the delay. We typically carry boards with us
1324 with the photos. Unfortunately, our travel didn't allow that.
1325

1326 Mr. Leabough - It's okay. It was kind of an on-the-fly request.
1327

1328 Mr. Prehm - This is the building that we recently opened last summer in
1329 Carmel, Indiana. If you compare this to the elevations that are in your packet, you'll
1330 recognize it's a similar building. The only difference in Carmel is that it's two stories taller
1331 than what we're proposing here in Henrico. And it's a little bit shorter on the ends It's one
1332 room bay on each end shorter.
1333

1334 This isn't necessarily a—I just want to show this because we like to show that it's not a
1335 concept; it's more of a prototype. It's something that we've constructed before.
1336

1337 Mr. Leabough - Okay. Any other questions from the Commission?
1338

1339 Mr. Prehm - I might click to the additional, just to give some additional
1340 views within the building, the lobby areas and our common area for breakfast and dining
1341 and meeting room areas. Throughout the hotel, the interior, you'll find a lot of marble and
1342 granite flooring, granite countertops. Large public spaces. We have a very comprehensive
1343 amenities' package with a free hot breakfast and then also a free—we call it a "5:30
1344 Kickback." It's evening snacks and beverages for our guests.

1345
1346 Our focus as a company is quality and long-term ownership and continuation of that
1347 quality. The product that we initially construct reflects that, and we keep that in mind
1348 because we know that every ten years or so we're going to be renovating and updating
1349 the product to remain competitive.

1350
1351 One of the amenities that we provide in all our hotels is a pool that's open year round. We
1352 do very well with family travel. You mentioned sporting teams. This property includes an
1353 indoor/outdoor pool. It's one body of water separated by kind of curtain wall of glass,
1354 which families really tend to love. Yesterday morning I was speaking with a lady from
1355 Kansas City. And she said, "We just stayed at your hotel in St. Louis, and we love the free
1356 meals and the kids love the pool." So, that was kind of summarizes some of our feedback
1357 from families.

1358
1359 Throughout our rooms, our furnishings we believe are just a notch above everyone else.
1360 Kind of a testament to our vertical integration. We actually construct all the hard goods
1361 ourselves.

1362
1363 I appreciate your time, and I appreciate being able to share this with you this morning.

1364
1365 Mr. Leabough - All right. Thank you.

1366
1367 Mr. Witte - Thank you.

1368
1369 Mr. Leabough - Mrs. Marshall.

1370
1371 Mrs. Marshall - All right. Mr. Chairman, I move POD2017-00143, Drury Plaza
1372 Hotel, be approved subject to the annotations on the plan, standard conditions for
1373 developments of this type, and additional conditions 29 through 33 in the agenda.

1374
1375 Mr. Witte - Second.

1376
1377 Mr. Leabough - We have a motion by Mrs. Marshall, a second by Mr. Witte.
1378 All in favor say aye. Those opposed? There is no opposition; that motion passes.

1379
1380 The Planning Commission approved POD2017-00143, Drury Plaza Hotel, subject to the
1381 annotations on the plans, the standard conditions attached to these minutes for
1382 developments of this type, and the following additional conditions:

1383
1384 29. Outside storage shall not be permitted.

- 1385 30. The proffers approved as a part of zoning cases C-73C-05 and C-4C-08 shall be
 1386 incorporated in this approval.
 1387 31. The conditions approved as part of provisional use permit PUP-02-08 shall be
 1388 incorporated in this approval.
 1389 32. Evidence of a joint ingress/egress and maintenance agreement must be submitted
 1390 to the Department of Planning and approved prior to issuance of a certificate of
 1391 occupancy for this development.
 1392 33. The location of all existing and proposed utility and mechanical equipment
 1393 (including HVAC units, electric meters, junctions and accessory boxes,
 1394 transformers, and generators) shall be identified on the landscape plan. All building
 1395 mounted equipment shall be painted to match the building, and all equipment shall
 1396 be screened by such measures as determined appropriate by the Director of
 1397 Planning or the Planning Commission at the time of plan approval.
 1398

1399 Mr. Emerson - Mr. Chairman, we now move on to page 21 of your regular
 1400 agenda and page 3 of your amended agenda for SUB2017-00053, Balzer and
 1401 Associates, Inc. for John T. Riding and Kathryn J. Riding. The staff report will be
 1402 presented by Mr. Kevin Wilhite.
 1403

1404 **SUBDIVISION**
 1405

SUB2017-00053
 Riding Family Subdivision
 (May 2017 Plan) – 11656
 Mill Road

Balzer and Associates, Inc. for John T. Riding and Kathryn J. Riding: The 8.64-acre site proposed for a subdivision of two single-family homes is located approximately 390 feet north of the northern line of Mill Road and approximately 1,050 feet east of the eastern line of Swanson Mill Way, on parcels 770-775-0938, 770-775-3322, and 770-775-7023. The zoning is R-2, One-Family Residential District. Individual well and on-site sewage disposal system. **(Brookland) 2 Lots**

1406
 1407 Mr. Leabough - Is there anyone present who is opposed to SUB2017-00053,
 1408 Riding Family Subdivision (May 2017 plan)? I see no opposition. Mr. Wilhite, good
 1409 morning.
 1410

1411 Mr. Wilhite - Good morning. Thank you, Mr. Chairman.
 1412

1413 This is actually a second application we've received under the family subdivision process
 1414 that was established by the Board back in 2011. But this is the first one that has the
 1415 construction of an access drive required for it.
 1416

1417 There are actually two existing dwellings on this lot. The easternmost one was approved
 1418 as a caretaker's quarters, but it actually meets the floor area requirements for a principal
 1419 dwelling. So, this allows the property to be split and the two dwellings will meet zoning
 1420 requirements.
 1421

1422 At the time of the preparation of the agenda, we were lacking some information on
1423 stormwater calculations. That's been provided by the applicant, and it's acceptable to
1424 staff.

1425
1426 Page 4 of your addendum mentions that access to this is actually across an adjacent
1427 parcel. It would be an 18-foot-wide asphalt driveway, 2 inches thick on 6 inches of gravel.
1428 A copy of the access agreement has been provided to the County. It has been signed. It
1429 just has not been recorded yet.

1430
1431 On page 4 of your addendum, staff has a recommendation of approval with one added
1432 condition that requires the access agreement to be recorded prior to the Planning
1433 Department's signature on the construction plans.

1434
1435 With that staff can recommend approval. Mr. and Mrs. Riding, the applicants, are here if
1436 you have any questions of them.

1437
1438 Mr. Leabough - Are there any questions from the Commission for Mr. Wilhite?
1439 Thank you, sir. Mr. Witte, would you like the applicant to come forward or how would you
1440 like to proceed?

1441
1442 Mr. Witte - I have no questions, if the Commission has none. All right, Mr.
1443 Chairman. With that I move conditional approval of SUB2017-00053, Riding Family
1444 Subdivision (May 2017 plan), at 11656 Mill Road, as presented, subject to the annotations
1445 on the plans, standard conditions for subdivisions not served by public utilities, and
1446 additional conditions 12 a, b, and c, and 13, 14, and 15 on the agenda.

1447
1448 Mr. Baka - Second to that.

1449
1450 Mr. Leabough - We have a motion by Mr. Witte, a second by Mr. Baka. All in
1451 favor say aye. Those opposed? There is no opposition; that motion passes.

1452
1453 The Planning Commission granted conditional approval to SUB2017-00053, Riding
1454 Family Subdivision (May 2017 plan), subject to the standard conditions attached to these
1455 minutes for subdivisions served by public utilities, the annotations on the plans, and the
1456 following additional conditions:

1457
1458 12. Lots on the plat marked with an asterisk or asterisks must be identified on the
1459 recordation plat with an asterisk. Add the following note(s) conspicuously to the
1460 plat under the heading Notes:

1461 (a) **Buildable Area Statement: (*)** "Lots marked with * (single asterisk) have
1462 limitations for dwelling shape, size and location. For details refer to
1463 construction plans on file in the Department of Planning." (An asterisk is
1464 required on all "reverse corner lots.")

1465 (b) **Wetlands Statement: (**)** "Lots marked with ** (double asterisks) may
1466 contain water and/or wetlands as determined at the time of recordation of
1467 the plat. Disturbance outside of designated water and wetland impact areas

1468 will require approval from the U.S. Army Corps of Engineers and/or the
1469 Virginia Department of Environmental Quality. Additional requirements may
1470 be imposed on these lots prior to the issuance of building permit. See
1471 construction plans on file in the Department of Planning for additional
1472 details.”

1473 (c) **RPA or SPA Statement: (***)** “Lots marked with *** (triple asterisks) contain
1474 RPA and/or SPA. These areas are to remain undisturbed and are to be
1475 protected from all construction or land disturbing activities. See construction
1476 plans on file in the Department of Planning for additional details.”

1477 13. The limits and elevation of the **Special Flood Hazard Area** shall be conspicuously
1478 noted on the plat and construction plans and labeled "**Limits of Special Flood**
1479 **Hazard Area.**" Dedicate the **Special Flood Hazard Area** as a "Variable Width
1480 Drainage & Utilities Easement."

1481 14. The final plat for recordation shall contain information showing The Chesapeake
1482 Bay Preservation areas, if any, in accordance with Chapter 19, Section 19-72 (18),
1483 of the Henrico County Code, as determined by the Director of Public Works.

1484 15. The joint access and maintenance agreement must be recorded prior to the
1485 approval of the construction plans by the Department of Planning.

1486

1487 Mr. Emerson - Mr. Chairman, we now move on to page 23 of your regular
1488 agenda for SUB2017-00049, E. D. Lewis & Associates, PC for Midtown Land Partners,
1489 LLC. The staff report will be presented by Ms. Aimee Crady.

1490

1491 SUBDIVISION

1492

SUB2017-00049
Libbie Mill Townhomes
(May 2017 Plan) – Libbie
Lake South Street

**E.D. Lewis & Associates, PC for Midtown Land
Partners, LLC:** The 2.63-acre portion of the 85-acre Libbie
Mill urban mixed use site proposed for a subdivision of 38
townhouses for sale is located on the northwest corner at
the intersection of Libbie Lake West Street (private) and
Libbie Lake South Street (private), on part of parcel 773-
739-0273. The zoning is UMUC, Urban Mixed Use District
(Conditional). County water and sewer. **(Brookland) 38
Lots**

1493

1494 Mr. Leabough - Is there anyone present who is opposed to SUB2017-00049,
1495 Libbie Mill Townhomes (May 2017 plan)? I see no opposition. Good morning, Ms. Crady.

1496

1497 Ms. Crady - Good morning.

1498

1499 As you can see by the map here, this request for conditional approval for an additional 38
1500 residential townhouse lots is south of the previously approved sections, basically infill for
1501 the condominiums and townhomes east of Libbie Mill Library. The subsequent plan of
1502 development for this section is tentatively scheduled to return to you next month at the
1503 June PC hearing.

1504

1505 The proposed subdivision complies with all applicable proffers and provisional use
1506 permits, the Urban Mixed-Use District Ordinance, and the UMU Pattern Book for Libbie
1507 Mill. Staff recommends approval subject to the annotations on the plan, standard
1508 conditions for residential townhomes, and conditions 13 through 14 listed in your agenda.
1509

1510 I'm happy to answer any questions you may have on this subdivision. Monte Lewis is the
1511 engineer on this project, and Shane Finnegan and Eddie Pierson are here representing
1512 Midtown Land Partners.
1513

1514 Mr. Leabough - Are there questions for Ms. Crady? Thank you, ma'am.
1515 Mr. Witte, would you like the applicant to come forward or would you like to proceed
1516 without hearing from the applicant?
1517

1518 Mr. Witte - Well, if the Commission has no questions. I'm very pleased
1519 with what's going on at Libbie Mill.
1520

1521 Mr. Leabough - Any questions from the Commission? If not, Mr. Witte, a
1522 motion would be in order.
1523

1524 Mr. Witte - Mr. Chairman, I move conditional approval of SUB2017-
1525 00049, Libbie Mill Townhomes (May 2017 plan), which is Libbie Lake South Street, as
1526 presented, subject to the annotations on the plans, standard conditions for subdivisions
1527 served by public utilities (for residential townhouses), and additional conditions 13 and
1528 14.
1529

1530 Mr. Archer - Second.
1531

1532 Mr. Leabough - We have a motion by Mr. Witte, a second by Mr. Archer. All in
1533 favor say aye. Those opposed? There is no opposition; that motion passes.
1534

1535 The Planning Commission granted conditional approval to SUB2017-00049, Libbie Mill
1536 Townhomes (May 2017 plan), subject to the annotations on the plans, the standard
1537 conditions attached to these minutes for residential townhouses, and the following
1538 additional conditions:
1539

1540 13. The approval includes only that area outlined in red on the Planning Staff plan
1541 dated **May 24, 2017**.

1542 14. The proffers approved as part of zoning cases REZ2015-00018 and PUP2015-
1543 00006 shall be incorporated in this approval.
1544

1545 Mr. Emerson - Mr. Chairman, that takes us to the next item, which is
1546 consideration of your minutes from the April 26, 2017 meeting. We do not have an errata
1547 sheet this morning. But of course, we'll entertain any corrections or changes you may
1548 have.
1549

1550 APPROVAL OF MINUTES: April 26, 2017

1551
1552 Mr. Leabough - Any changes or corrections to the minutes? If not, a motion is
1553 in order.
1554
1555 Mr. Witte - I move approval.
1556
1557 Mrs. Marshall - Second.
1558
1559 Mr. Leabough - We have a motion by Mr. Witte, a second by Mrs. Marshall.
1560 All in favor say aye. Those opposed? There is no opposition; that motion passes.
1561
1562 The Planning Commission approved the April 26, 2017 minutes as submitted.
1563
1564 Mr. Leabough - Mr. Emerson, is there any other business to come before the
1565 Commission?
1566
1567 Mr. Emerson - Yes sir, Mr. Chairman. I just have two items I'd like to cover
1568 with you. I would like to introduce to you our two interns for the summer, if they would
1569 stand. We're very excited, as always, to have our interns, and we have two very qualified
1570 individuals with us this summer.
1571
1572 We have Lauren Berryman. She grew up in the Williamsburg area. She holds an
1573 associate's degree from Rappahannock Community College, and she's currently working
1574 towards a degree in geography at Virginia Tech. She'll be working in the Zoning
1575 Administration Division, updating the GIS to show historical case points and documenting
1576 the status of approved BZA cases.
1577
1578 We also have Mr. John Fones. He's a graduate of Hermitage High School. He's in his
1579 third year at VCU. His major is urban and regional studies, and he is particularly interested
1580 in studying geographic information systems. He is working with the Development Review
1581 and Design Division converting historical subdivision plats and case files to our electronic
1582 file management system.
1583
1584 I just wanted to let you know who these faces are if you see them around the office. Again,
1585 we're very excited to have them with us this summer.
1586
1587 Mr. Leabough - Welcome aboard. We're going to work on the Tech student,
1588 but VCU is probably one of the best planning schools in the state. I just wanted to throw
1589 that out there. Tech's okay. I'm joking. Tech's great. But welcome aboard. We appreciate
1590 you all working with us this summer. Any questions for us or anything you'd like to share?
1591
1592 Mr. Witte - I think they'd just like to sit down and get out of the limelight.
1593
1594 Mr. Emerson - We like to take the opportunity to embarrass them at all
1595 possible avenues and opportunities.
1596

1597 Mr. Leabough - Thank you all.

1598

1599 Mr. Emerson - One other thing I'd like to remind the Commission, and I'm not
1600 sure if we had this date set when we provided information regarding the Route 5 analysis.
1601 But we have scheduled an open house for June 8th at the Varina Library, 4:30 to 7:30. If
1602 anybody is interested, if you know anyone that's asking questions. Staff will be at the
1603 Varina Library, again June 8th, 4:30 to 7:30, with all the information on the Route 5
1604 analysis to answer any questions the public may have and take any comments they may
1605 wish to offer.

1606

1607 Mr. Leabough - Is there anything else for the Commission, Mr. Emerson?

1608

1609 Mr. Emerson - That completes everything that I have today, sir.

1610

1611 Mr. Leabough - Okay. Would anyone else like to share anything? If not, I'll
1612 entertain a motion for adjournment.

1613

1614 Mr. Witte - So moved.

1615

1616 Mr. Leabough - We're adjourned.


1617

1618 Mr. Witte - Thank you, staff.

1619

1620

1621



Mr. Eric S. Leabough, C.P.C., Chairperson

1622

1623

1624

1625

1626

1627

1628



Mr. Joseph Emerson, Jr., Secretary

A. Standard Conditions for all POD's:

1. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water and sewer. **(when the property is served by public utilities)**
- 1A. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public sewer. The well location shall be approved by the County Health Department before a building permit is issued. Connection shall be made to the public water system when available within 300 feet of the site/building. **(when not served by public water)**
- 1B. The owner shall enter into the necessary contracts with the Department of Public Utilities for connections to public water. The septic tank location shall be approved by the County Health Department before a building permit is issued. Connection shall be made to the public sewer when available within 300 feet of the site/building. **(when not served by public sewer)**
2. The Director of the Department of Public Utilities shall approve the plan of development for construction of public water and sewer, prior to beginning any construction of these utilities. The Department of Public Utilities shall be notified at least 48 hours prior to the start of any County water or sewer construction.
3. The parking lot shall be subject to the requirements of Chapter 24, Section 24-98 of the Henrico County Code.
4. The parking spaces shall be marked on the pavement surface with four-inch-wide traffic painted lines. All lane lines and parking lines shall be white in color with the exception that those dividing traffic shall yellow.
5. Sufficient, effectively usable parking shall be provided. If experience indicates the need, additional parking shall be provided.
6. Curb and gutter and necessary storm sewer shall be constructed as shown on approved plans.
7. The plan of development plan shall be revised as annotated on the staff plan dated **May 24, 2017**, which shall be as much a part of this approval as if details were fully described herein. Nine (9) sets of revised plans, including the detailed drainage, erosion control and utility plans, shall be submitted by the design engineer who prepared the plans to the Department of Planning for final review. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of fourteen (14) sets of final plans for signature shall be submitted to the Department of Planning for approval signatures. Two (2) sets of the approved plan shall be attached to the building permit application. **(Revised October 2015)**
8. Two copies of an Erosion and Sediment Control Agreement with required escrow shall be submitted to the Department of Public Works. Approval is required prior to construction plan approval and beginning construction. The Department of Public Works shall be notified at least 24 hours prior to the start of any construction.
9. A detailed landscaping plan shall be submitted to the Department of Planning for review and approval prior to the issuance of any occupancy permits.
9. **AMENDED** - A detailed landscaping plan shall be submitted to the Department of Planning for review and Planning Commission approval prior to the issuance of any occupancy permits.
10. All groundcover and landscaping shall be properly maintained in a healthy condition at all times. Dead plant materials shall be removed within a reasonable time and replaced no later than the next planting season.

11. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting height details shall be submitted for Department of Planning review and approval.
11. **AMENDED** - Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including depictions of light spread and intensity diagrams, and fixture specifications and mounting height details shall be submitted for Department of Planning review and Planning Commission approval.
- 11B. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams, and fixture specifications and mounting heights details shall be revised as annotated on the staff plan and included with the construction plans for final signature. **(For POD which includes lighting plan approval)**
12. All exterior lighting shall be designed and arranged to direct the light and glare away from nearby residential property and streets.
13. The site, including the parking areas, shall be kept clean of litter and debris on a daily basis. Trash container units/litter receptacles and recycling containers shall be maintained with regular pickups scheduled and shall be screened properly on all four sides. The gate(s) shall remain closed except when the receptacle(s) are being filled or serviced and shall be repaired or replaced as necessary. Details shall be included with the final site plan or required landscape plan for review and approval.
14. Required fire lanes shall be marked and maintained in accordance with the Virginia Statewide Fire Prevention Code.
15. Traffic control signs shall be provided as indicated on the Department of Planning Staff plan. All signs shall be fabricated as shown in The National Manual on Uniform Traffic Control Devices for Streets and Highways and The Virginia Supplement to The Manual on Uniform Traffic Control Devices for Streets and Highways.
16. The assigned property number(s) shall be displayed so it is easily readable from the street. If assistance is needed with the address, please contact the Department of Planning at 501-4284. The Planning Department must assign all property addresses. **(Revised January 2008)**
17. The owner shall have a set of plans approved by the Director of Public Works, Public Utilities and Secretary of the Planning Commission available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
18. The property shall be developed as shown on the plan filed with the case and no changes or additions to the layout shall be made without the approval of this Commission.
19. Upon completion of the improvements and prior to the certification of the permanent occupancy permit, the owner shall furnish a statement by the engineer or land surveyor who prepared the POD plan, to the effect that all construction including water and sewer is in conformance to the regulations and requirements of the POD.
20. The approved Plan of Development is granted by the Planning Commission only to the owners(s)/applicant(s) listed on the Plan of Development application on file for this project. Upon written notification to the Director of Planning, the Plan of Development approval may be transferred to subsequent owner(s) subject to approval by this Commission, or approval by the Director of Planning provided the property is transferred to new ownership no later than 24 months following initial construction plan approval. **(Revised August 2016)**

21. Vehicles shall be parked only in approved and constructed parking spaces.
22. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.
23. The site, including paving, pavement markings, signage, curb and gutter, dumpster screens, walls, fences, lighting and other site improvements shall be properly maintained in good condition at all times. Any necessary repairs shall be made in a timely manner.
24. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
25. Insurance Services Office (ISO) calculations shall be included on the final construction plans for approval by the Department of Public Utilities prior to issuance of a building permit.
26. Any necessary off-site drainage and/or water and sewer easements must be obtained in a form acceptable to the County Attorney prior to final approval of the construction plans.
27. The easements for drainage and utilities as shown on approved plans shall be granted to the County in a form acceptable to the County Attorney prior to any occupancy permits being issued. The easement plats and any other required information shall be submitted to the County Real Property Agent at least sixty (60) days prior to requesting occupancy permits.
28. Deviations from County standards for pavement, curb or curb and gutter design shall be approved by the County Engineer prior to final approval of the construction plans by the Department of Public Works.
29. **(Start of miscellaneous conditions)**

STANDARD CONDITIONS FOR LANDSCAPE/LIGHTING/FENCE PLANS

1. The plan shall be revised as shown in red on Staff plan dated **May 24, 2017**, which shall be as much a part of this approval as if all details were fully described herein. Four (4) sets of prints of the revised plan shall be submitted to the Department of Planning for approval stamps and distribution.
2. The property shall be developed as shown on the plan filed with the case and no changes or additions to the layout shall be made without the approval of this Commission.
3. The owner shall have a set of approved plans available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County Inspectors.
4. All groundcover and landscaping shall be properly maintained in a healthy condition at all times. Dead plant materials shall be removed within a reasonable time and replaced during the normal planting season. **(DELETE IF NO LANDSCAPING)**
5. All exterior lighting shall be shielded to direct lights away from adjacent residential property and streets. **(DELETE IF NO LIGHTING)**
6. All fences, walls, and screens, including gates and doors, shall be maintained in good repair by the owner. Trash and debris should not be allowed to accumulate along the fence or wall. **(DELETE IF NO FENCE, WALL, OR DUMPSTER SCREEN)**

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

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

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

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

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

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

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

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

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

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

G. STANDARD CONDITIONS FOR CONVENIENCE STORES WITH FUEL PUMPS IN A B-2 ZONE

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

**H. STANDARD CONDITIONS FOR CONVENIENCE STORES WITH FUEL PUMPS
IN A B-3 ZONE**

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

CONDITIONAL SUBDIVISION STANDARD CONDITIONS

Conventional Single-Family Subdivisions Served By Public Utilities

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of sixteen (16) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water. **(Substitute condition 5A if well)**
- 5A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer. **(Substitute condition 6A if on-site sewage disposal/septic)**
- 6A. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **May 24, 2017**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **May 23, 2018**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be

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

CONDITIONAL SUBDIVISION STANDARD CONDITIONS

Conventional Single-Family Subdivisions Not Served By Public Utilities

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage and erosion control plans have been approved by the Department of Planning, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of eleven (11) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. A detailed soil analysis shall be performed and other requirements of the Health Department met before final plats are recorded. The developer shall have the center lines of all streets and lot corners staked to facilitate the examination of lots by the Health Department Sanitarians prior to filing for final approval and shall notify the Department of Planning and Health Department in writing when the staking has been done.
6. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
7. The plat shall be revised as shown in red on Staff plan dated **May 24, 2017**, which shall be as much a part of this approval as if all details were fully described herein.
8. This approval shall expire on **May 23, 2018**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the fee and must be filed a minimum of two weeks prior to the expiration date.
9. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.

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

CONDITIONAL SUBDIVISION STANDARD CONDITIONS

Residential Townhouse for Sale (RTH) Subdivisions

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of fourteen (14) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **May 24, 2017**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **May 23, 2018**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change can be implemented.

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

CONDITIONAL SUBDIVISION STANDARD CONDITIONS

Zero Lot Line Subdivisions

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Plan of Development and Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Plan of Development and Final Subdivision applications. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of fourteen (14) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works, and a preconstruction meeting has been conducted with the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **May 24, 2017**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **May 23, 2018**, unless an extension is requested in writing stating the reason such extension is necessary. The request shall include the required fee and must be filed a minimum of two weeks prior to the expiration date.
10. The name of this development, as designated in this approval, shall be the name used for marketing and public recognition purposes. A written request for a name change must be received and granted by the Department of Planning before such a change may be implemented.

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

CONDITIONAL SUBDIVISION STANDARD CONDITIONS

Road Dedication with No Lots

1. All requirements of Chapter 18, 19 and 24 of the Henrico County Code shall be met.
2. Construction plans, including proposed erosion and sediment controls, shall be submitted to the Department of Planning at least 30 days prior to final approval.
3. Construction shall not commence until the Director of Planning has granted final approval of the plat; and until the construction plans including the detailed drainage, erosion control, and utility plans have been approved by the Department of Planning, the Department of Public Utilities, and the Department of Public Works and a preconstruction meeting has been held with the Department of Public Works. Plans for Final Subdivision review shall be submitted to the Department of Planning in accordance with the requirements of the Final Subdivision application. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, a minimum of sixteen (16) sets of final construction plans for signature shall be submitted to the Department of Planning for approval signatures. All erosion and sediment control plans, agreements, and bonds must be submitted to the Department of Public Works and approved prior to approval of the construction plans.
4. Clearing and grubbing shall not commence until a clearing and grubbing plan has been approved by the Department of Planning and the Department of Public Works. Upon notice from the Department of Planning to the Engineer that all comments have been addressed, eight (8) sets of clearing and grubbing plans shall be submitted to the Department of Planning for approval signatures. All appropriate bonds and agreements, authorizations from state and/or regulatory agencies for impacts to the Waters of the United States, and offsite easement plats must be submitted to the Department of Public Works and approved prior to approval of the clearing and grubbing plans. Approvals must be updated prior to recordation of the plat.
5. The owner shall enter into the necessary contracts with the Department of Public Utilities for water.
6. The owner shall enter into the necessary contracts with the Department of Public Utilities for sewer.
7. A copy of the letter from the Richmond Regional Planning District Commission giving approval to the street names in this subdivision shall be submitted to the Director of Planning for final approval of street names before the recordation plat is submitted for review.
8. The plat shall be revised as shown in red on Staff plan dated **May 24, 2017**, which shall be as much a part of this approval as if all details were fully described herein.
9. This approval shall expire on **May 23, 2018**, 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.