

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, November 15, 2017.
4

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
Ms. Sharon Smidler, P.E., Traffic Engineer
Mr. Gary A. DuVal, P.E., Traffic Engineer
Mr. William Moffett, CPETD Planner, Division of Police
Mr. Henry Rosenbaum, Division of Fire
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 for November 15,
11 2017. Thank you all for being with us today. If you would, please mute or silence your cell
12 phones. And as you do that, please stand with the Commission for the Pledge of
13 Allegiance.
14

15 Do we have anyone in the audience with the news media? I don't think I see anyone, but
16 if I've missed you, please raise your hand. No news media present at the time.
17

18 I'd also like to acknowledge Mr. Nelson, our Board of Supervisors' representative who's
19 sitting with the Commission this year. Thank you for being here, sir. All other members of
20 the Commission are present with the exception of Mr. Archer who will join us momentarily.
21 I think he was caught up behind some accidents or something on the roadway to get here.

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

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

Ms. News - Thank you, Mr. Secretary. Good morning, members of the Commission.

Staff has received two requests for deferral this morning. The first is found on page 12 of your agenda and is located in the Three Chopt District. This is POD2017-00424, the landscape plan for Holloway Townes at Wyndham Forest, Section 1. The applicant has requested a deferral to the December 13, 2017 meeting.

(Deferred from the October 25, 2017 Meeting)

LANDSCAPE PLAN

POD2017-00424
Holloway Townes at
Wyndham Forest
Section 1
– 11163 Opaca Lane

Youngblood, Tyler, and Associates, P.C. for HHHunt Holloway, LLC: Request for approval of a landscape plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County Code. The 7.52-acre site is located approximately 850 feet east of the intersection at Nuckols Road and Opaca Lane and approximately 1,000 feet west of the western terminus of Holman Ridge Road, on parcel 748-771-7956. The zoning is RTHC, Residential Townhouse District (Conditional). County water and sewer.
(Three Chopt)

Mr. Leabough - Is there anyone present who is opposed to the deferral request for POD2017-00424, the landscape plan for Holloway Townes at Wyndham Forest, Section 1? We have no opposition, Mrs. Marshall.

Mrs. Marshall - Mr. Chairman, I move POD2017-00424, the landscape plan for Holloway Townes at Wyndham Forest, Section 1, be deferred to the December 13, 2017 meeting, per the applicant's request.

Mr. Baka - Second.

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

At the request of the applicant, the Planning Commission deferred POD2017-00424, the landscape plan for Holloway Townes at Wyndham Forest, Section 1, to its December 13, 2017 meeting.

58 Ms. News - The next item is found on page 13 of your agenda and is
59 located in the Three Chopt District. This POD2017-00308, which includes a lighting plan,
60 for Innslake Place – Building 1. The applicant has requested a deferral to the December
61 13, 2017 meeting.

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63 *(Deferred from the October 12, 2017 Meeting)*

64 **PLAN OF DEVELOPMENT AND LIGHTING PLAN**

65
POD2017-00308
Innslake Place –
Building 1 –
4235 Innslake Drive

Koontz-Bryant for WAM Associates, LLC and CATO Development: 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 five-story apartment building with 100 units above a ground floor parking deck in an urban mixed-use development. The 4.08-acre site is located on the southeastern corner of the intersection of Innslake Drive and Dominion Boulevard, on parcel 747-761-9275. The zoning is UMUC, Urban Mixed Use District (Conditional). County water and sewer. **(Three Chopt)**

66
67 Mr. Leabough - Is there anyone present who is opposed to the deferral
68 request for POD2017-00308, the plan of development and lighting plan for Innslake Place
69 – Building 1? I see no opposition again, Mrs. Marshall.

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71 Mrs. Marshall - Mr. Chairman, I move POD2017-00308, Innslake Place –
72 Building 1, including the lighting plan, be deferred to the December 13, 2017 meeting, per
73 the applicant's request.

74
75 Mr. Witte - Second.

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

79
80 At the request of the applicant, the Planning Commission deferred POD2017-00308, the
81 plan of development and lighting plan for Innslake Place, Building 1, to its December 13,
82 2017 meeting.

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84 Ms. News - Staff has no further requests.

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86 Mr. Emerson - Mr. Chairman, notwithstanding any additional deferrals that
87 the Commission may want to enter—I'm not aware of any this morning—we will move on
88 to the expedited agenda, which will also be presented by Ms. Leslie News.

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90 Ms. News - We have six items on our expedited agenda this morning. The
91 first item is found on page 3 of your agenda and is located in the Three Chopt District.
92 This is transfer of approval for POD-56-97, Cook Out Restaurant at Short Pump Plaza
93 Shopping Center, which was formerly the Captain D's. Staff recommends approval.

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TRANSFER OF APPROVAL

POD-56-97
POD2016-00512
Cook Out Restaurant at
Short Pump Plaza
Shopping Center
(Formerly Captain D's at
Short Pump Plaza
Shopping Center) – 4245
Pouncey Tract Road

Cook Out-Short Pump, Inc., for Ratcliffe Group, LLC:
Request for transfer of approval as required by Chapter 24,
Section 24-106 of the Henrico County Code from Short
Pump Associates, LLC and Shoney's of Richmond, Inc. to
Ratcliffe Group, LLC. The 1.32-acre site is located in an
existing shopping center on the eastern line of Pouncey
Tract Road, approximately 730 feet north of its intersection
with West Broad Street (U.S. Route 250), on parcel 740-
762-4084. The zoning is B-3C, Business District 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 transfer request for POD-56-97 (POD2016-00512), Cook Out Restaurant at Short Pump Plaza Shopping Center (formerly Captain D's at Short Pump Plaza Shopping Center)? I see no opposition, Mrs. Marshall.

Mrs. Marshall - Mr. Chairman, I move approval of the transfer of approval for POD-56-97 (POD2016-00512), Cook Out Restaurant at Short Pump Plaza Shopping Center (formerly Captain D's at Short Pump Plaza Shopping Center), subject to the previously approved conditions, on the expedited agenda.

Mr. Witte - Second.

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

The Planning Commission approved the transfer of approval request for POD-56-97 (POD2016-00512), Cook Out Restaurant at Short Pump Plaza Shopping Center (formerly Captain D's at Short Pump Plaza Shopping Center), from Short Pump Associates, LLC and Shoney's of Richmond, Inc. to Ratcliffe Group, LLC, subject to the standard and added conditions previously approved.

Ms. News - The next item is found on page 4 of your agenda and is located in the Brookland District. This is a transfer of approval for POD-31-72 and POD-11-74, London Towne Phase II and London Towne Recreation Addition. Staff recommends approval.

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TRANSFER OF APPROVAL

POD-31-72 & POD-11-74
POD2016-00591 &
POD2017-00531
London Towne Phase II &
London Towne Recreation
Addition – 5618 Eunice
Drive

Mike Parezan for LTVA, LLC: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from States Construction Company to LTVA, LLC. The 24.89-acre site is located along Eunice Drive, east of Shrader Road, and west of Hungary Spring Road, approximately 1,125 feet north of East Parham Road, on parcel 765-756-2329. The zoning is R-5, General Residential District. County water and sewer. **(Brookland)**

131

132 Mr. Leabough - Is there anyone present who is opposed to the transfer
133 request for POD-31-72 & POD-11-74 (POD2016-00591 & POD2017-00531), London
134 Towne Phase II & London Towne Recreation Addition? I see no opposition, Mr. Witte.

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136 Mr. Witte - Mr. Chairman, I move approval TOA POD-31-72 & POD-11-
137 74 (POD2016-00591 & POD2017-00531), London Towne Phase II & London Towne
138 Recreation Addition, subject to the previously approved conditions and annotations on
139 the plans.

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141 Mr. Archer - Second.

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

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146 The Planning Commission approved the transfer of approval request for POD-31-72 &
147 POD-11-74 (POD2016-00591 & POD2017-00531), London Towne Phase II & London
148 Towne Recreation Addition, from States Construction Company to LTVA, LLC, subject to
149 the standard and added conditions previously approved.

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151 Ms. News - Next on page 5 of your agenda and located in the Three Chopt
152 District is a transfer of approval for POD-39-76, Almond Building at Forest Office Park.
153 Staff recommends approval.

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TRANSFER OF APPROVAL

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156

POD-39-76
POD2016-00388
Almond Building at Forest
Office Park – 1610 Forest
Avenue

McGuireWoods, LLP for Forest Office Park Investor, LLC: Request for transfer of approval as required by Chapter 24, Section 24-106 of the Henrico County Code from NNN Forest Park, LLC, et al. to Forest Office Park Investor, LLC. The 2.72-acre site is located on the west line of Forest Avenue south of its intersection with Discovery Drive, on parcel 759-744-6234. The zoning is O-2, Office District. County water and sewer. **(Three Chopt)**

157

158 Mr. Leabough - Is there anyone present who is opposed to transfer request
159 for POD-39-76 (POD2016-00388), Almond Building at Forest Office Park? I see no
160 opposition, Mrs. Marshall.

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162 Mrs. Marshall - Mr. Chairman, I move approval of the transfer of approval for
163 POD-39-76 (POD2016-00388), Almond Building at Forest Office Park, subject to the
164 previously approved conditions, on the expedited agenda.

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166 Mr. Baka - Second.

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

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171 The Planning Commission approved the transfer of approval request for POD-39-76
172 (POD2016-00388), Almond Building at Forest Office Park, from NNN Forest Park, LLC,
173 et al. to Forest Office Park Investor, LLC, subject to the standard and added conditions
174 previously approved.

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176 Ms. News - On page 6 of your agenda and located in the Three Chopt
177 District is a transfer of approval for POD-98-73. This is a portion of a POD for the Ratcliffe
178 Building at Forest Office Park. Staff recommends approval.

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180 **TRANSFER OF APPROVAL**

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The Planning Commission approved the transfer of approval request for POD-98-73 (pt) (POD2016-00389), Ratcliffe Building at Forest Office Park, from NNN Forest Park, LLC, et al. to Forest Office Park Investor, LLC, subject to the standard and added conditions previously approved.

Ms. News - On page 7 of your agenda and located in the Three Chopt District is a transfer of approval for POD-98-73, also a portion of this same POD, for Lee Building at Forest Office Park. Staff recommends approval.

TRANSFER OF APPROVAL

POD-98-73 (pt)
POD2016-00391
Lee Building at Forest
Office Park – 8004
Franklin Farms Drive

McGuireWoods, LLP for Forest Office Park Investor, LLC: Request for transfer of approval of a portion of a plan of development as required by Chapter 24, Section 24-106 of the Henrico County Code from NNN Forest Park, LLC, et al. to Forest Office Park Investor, LLC. The 2.5-acre site is located at the northwestern corner of the intersection of Franklin Farms Drive and Rolling Hills Drive, on parcel 758-744-8530. The zoning is O-2, Office District. County water and sewer. **(Three Chopt)**

Mr. Leabough - Is there anyone present who is opposed to the transfer request for POD-98-73 (pt) (POD2016-00391), Lee Building at Forest Office Park? I see no opposition, Mrs. Marshall.

Mrs. Marshall - Mr. Chairman, I move approval of transfer of approval of a portion of a POD for POD-98-73 (POD2016-00391), Lee Building at Forest Office Park, subject to the previously approved conditions, on the expedited agenda.

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

The Planning Commission approved the transfer of approval request for POD-98-73 (pt) (POD2016-00391), Lee Building at Forest Office Park, from NNN Forest Park, LLC, et al. to Forest Office Park Investor, LLC, subject to the standard and added conditions previously approved.

Ms. News - The final item is on page 15 of your agenda and located in the Fairfield District. This is a landscape plan for POD2017-00536, Ample Self-Storage at Brook Run. Staff recommends approval.

232 **LANDSCAPE PLAN**

233

POD2017-00536
Ample Self-Storage at
Brook Run – 5500 Brook
Road

Bay Companies, Inc. for Ample Storage Lake Worth, LLC: Request for approval of a landscape plan, as required by Chapter 24, Sections 24-106 and 24-106.2 of the Henrico County Code. The 3.79-acre site is located at the southwest corner of Brook Road (U.S. Route 1) and Brook Run Drive (private), on parcel 784-746-8660. The zoning is B-3C, Business District. County water and sewer. **(Fairfield)**

234

235 Mr. Leabough - Is there anyone present who is opposed to the landscape plan
236 for POD2017-00536, Ample Self-Storage at Brook Run? I see no opposition, Mr. Archer.

237

238 Mr. Archer - All right, Mr. Chairman. I move approval, therefore, of
239 POD2017-00536, Ample Self-Storage at Brook Run, subject to the annotations on the
240 plan and the standard conditions for landscape plans.

241

242 Mr. Baka - Second.

243

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

246

247 The Planning Commission approved the landscape plan for POD2017-00536, Ample
248 Self-Storage at Brook Run, subject to the standard conditions attached to these minutes
249 for landscape plans.

250

251 Ms. News - That completes our expedited agenda.

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253 Mr. Leabough - Thank you, Ms. News.

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255 Mr. Emerson - Mr. Chairman, we now move on to Subdivision Extensions of
256 Conditional Approval. Those will be presented by Ms. Kate McMillion.

257

258 **SUBDIVISION EXTENSIONS OF CONDITIONAL APPROVAL**

259

Subdivision	Original No. of Lots	Remaining Lots	Previous Extensions	Magisterial District	Recommended Extension
SUB2016-00160 River Mill (November 2016 Plan)	296	59	0	Fairfield	July 1, 2020

260

261 Ms. McMillion - Good morning. There is one conditional subdivision extension
262 on the agenda this morning. The map indicates in red the location of the subdivision,

263 River Mill (November 2016 Plan) located in the Fairfield District. Under the newly enacted
264 state legislation, this case is eligible for an automatic extension to July 1, 2020. The
265 approval was granted prior to January 1st of this year, and therefore the approval is still
266 valid.

267
268 The automatic extension does not require Commission action and is for informational
269 purposes only. I am available for any questions you may have.

270
271 Mr. Leabough - Thank you. Are there any questions for Ms. McMillion? All
272 right. Thank you, ma'am.

273
274 Mr. Emerson - Mr. Chairman, we now move on to the first item on your
275 regular agenda, and it appears on page 8. It is POD2017-00506, Timmons Group for FW
276 VA – The Village Shopping Center, LLC, Regency Centers, and Harris Integrated
277 Management.

278
279 **PLAN OF DEVELOPMENT**

280
POD2017-00506
Village Shopping Center
Redevelopment – 7035
Three Chopt Road

Timmons Group for FW VA – The Village Shopping Center, LLC, Regency Centers, and Harris Integrated Management: Request for approval of a plan of development, as required by Chapter 24, Section 24-106 of the Henrico County Code, to demolish a 52,179-square foot portion of an existing shopping center and construct a 49,705-square foot grocery store anchor building. The 8.04-acre portion of the overall 11.791-acre site within Henrico County is located on the southern line of Patterson Avenue (State Route 6), approximately 280 feet west of its intersection at Three Chopt Road, on parcel 763-739-1375. The zoning is B-1, Business District. County water and sewer. **(Tuckahoe)**

281
282 Mr. Leabough - Is there anyone present who is opposed to POD2017-00506,
283 Village Shopping Center Redevelopment? We have no opposition. Good morning,
284 Ms. Crady.

285
286 Ms. Crady - Good morning.

287
288 The grocery anchor space at the Village Shopping Center, now vacant, will be demolished
289 and redeveloped to suit a new grocery tenant. The existing entrance from Patterson
290 Avenue will be reconstructed to include a pedestrian access into the site and better
291 alignment of the entrance and exit at that location for the right-in/right-out vehicular
292 movement that is functioning today.

293
294 The majority of the new building will be brick with some EIFS accents as shown here.
295 This is compatible with the existing shopping center that will remain. An improved loading

296 configuration will result in a reworking of the circulation and parking areas to the rear of
297 the building here. There will be changes along the east side of the building in the parking
298 lot, but those are subject to City review and approval, as they are not part of Henrico
299 County. Condition #36 addresses the requirement for City review and approval of these
300 modifications on their portion of the site.

301
302 Staff recommends approval subject to the annotations on the plan, the standard
303 conditions for developments of this type, and additional conditions 29 through 36 listed in
304 the agenda.

305
306 At this time, I can answer any questions the Commission may have of staff. Lee Ann
307 Gudorp and Roger Rodriquez of Timmons Group are here for the applicant, as well as
308 representatives for Harris Integrated Management, which will represent the new grocery
309 tenant.

310
311 We have had a lot of citizen interest, and we've done a lot of question-answering. I think
312 it's headed in the right direction, and it's an opportunity to rework an older, aging shopping
313 center.

314
315 Mr. Leabough - All right. Are there questions from the Commission for
316 Ms. Crady?

317
318 Mr. Baka - A couple questions, yes. Could you put up the architectural
319 elevations again with the brick facade?

320
321 Ms. Crady - Sure. I'll go to the color one.

322
323 Mr. Baka - There you go. Could you describe the general height
324 difference between before and after, the previous Martin's and the new center?

325
326 Ms. Crady - I would call the architect up here for the previous height.
327 They're going from, basically, a one-story with mezzanine to—and there was a basement
328 area—a single story.

329
330 Mr. Baka - Okay.

331
332 Ms. Crady - So I'd have the architect come up and talk about how exactly
333 that's going to change.

334
335 Mr. Baka - And also I had a couple questions regarding construction and
336 the access from Patterson. That may be best addressed by the applicant, actually.

337
338 Ms. Crady - Right. This entrance here?

339
340 Mr. Baka - Yes.

341

342 Ms. Crady - Right. Okay.

343

344 Mr. Leabough - All right. Would the applicant please come forward? I'm sure
345 you remember, but if you by chance forgot, please state your name for the record. These
346 are recorded proceedings.

347

348 Mr. Rodriguez - Thank you. Good morning, Mr. Leabough, members of the
349 Commission. My name is Roger Rodriguez with Timmons Group, representing the
350 applicant. We do have representatives from Harris Integrated Management and from
351 Freeman Morgan, the project architect.

352

353 I'll defer the height question to the architect; he'll come up here in a second. As for the
354 access question that you had, we are temporarily shutting down that access on Patterson
355 Avenue during construction. So, all access to the center will be coming from Three Chopt.
356 There are multiple entrances there, including deliveries will come from that direction.

357

358 Mr. Baka - So a couple questions regarding the construction phase.
359 Parking is already tight at the Village. Would the parking spaces in front of the old Martin's
360 be available during construction or will that be blocked off?

361

362 Mr. Rodriguez - Most of that area in front of the existing grocery building
363 becomes staging during the grocery construction. We will work with the landlord to
364 maintain as much available parking for the rest of the center because it's in full operation,
365 as you well know. The immediate neighbors, CVS, they're going to stay in operation, and
366 the rest of the tenants down the line. So, we're very conscious of only taking what's
367 needed for the temporary construction staging.

368

369 Mr. Baka - If all goes according to plan, approximately what month or
370 when would you begin construction, and how long would the construction phase take,
371 how many months?

372

373 Mr. Rodriguez - We have multiple stages to the construction. There is some
374 significant infrastructure behind the building that needs to get relocated. We expect that
375 to start Q1 of next year. That's going to have an independent plan moving forward through
376 the utility department. And then getting started in earnest with building construction,
377 probably after the demolition of the existing shell, I would say late Q2 of 2018.

378

379 Mr. Baka - Quarter 2. Would the access from Patterson Avenue where I
380 turn right into the site, would that be blocked off for the entire portion of the construction
381 phase? Or once it's completed, could that be reopened prior to construction finish?

382

383 Mr. Rodriguez - There's an opportunity that it can open prior to construction
384 finish. If I can point you to the screen, we are reconfiguring this portion of the parking lot
385 on that side of the building. We're going to definitely need that work completed before we
386 get underway with allowing access back in that entrance. We've also got a large
387 underground stormwater detention vault that gets housed there, so we'll want that to get

388 in. It'll likely be after all that paving and curb is in before traffic can start coming back in
389 that side of the center.
390
391 Mr. Baka - Okay.
392
393 Mr. Rodriguez - Does that answer your question?
394
395 Mr. Baka - Yes. The only other question I had was regarding the height
396 difference from before and after.
397
398 Mr. Rodriguez - Sure. I'll ask Matt to come up from Freeman Morgan
399 Architects.
400
401 Mr. Baka - Thanks.
402
403 Mr. Williams - Good morning. Matthew Williams, Freeman Morgan
404 Architects. In general, the building height is relatively the same as the existing parapet
405 height. If you pull the elevation back up, the entrance feature is approximately four feet
406 higher. But the existing facade also steps up at that corner of the site.
407
408 Mr. Baka - Okay.
409
410 Mr. Leabough - How high is it in feet?
411
412 Mr. Williams - It's I believe 36 feet tall.
413
414 Mr. Leabough - Thank you.
415
416 Mr. Witte - It's still too small to read.
417
418 Mr. Leabough - I trust it's 36 feet.
419
420 Ms. Crady - Yes, I'd estimate that that's 36.
421
422 Mr. Emerson - Yes, that is what it is.
423
424 Mr. Leabough - Close enough.
425
426 Mr. Baka - I have no other questions. Other members of the Commission
427 may.
428
429 Mr. Leabough - Any other questions from the Commission? If not, thank you.
430 All right, Mr. Baka.
431
432 Mr. Baka - Mr. Chairman, at this time, hearing no opposition and no
433 objections to this case, I would move for approval of POD2017-00506, Village Shopping

434 Center Redevelopment, subject to the annotations on the plan, the standard conditions
435 for developments of this type, and additional conditions 29 through 36 listed in the staff
436 report.

437
438 Mr. Witte - Second.

439
440 Mr. Leabough - We have a motion by Mr. Baka, a second by Mr. Witte. All in
441 favor say aye. Those opposed say no. There is no opposition; that motion passes.

442
443 The Planning Commission approved POD2017-00506, Village Shopping Center
444 Redevelopment, subject to the annotations on the plans, the standard conditions attached
445 to these minutes for developments of this type, and the following additional conditions:

- 446
447 29. Only retail business establishments permitted in a B-1 zone may be located in this
448 center.
449 30. The ground area covered by all the buildings shall not exceed in the aggregate 25
450 percent of the total site area.
451 31. No merchandise shall be displayed or stored outside of the building(s) or on
452 sidewalk(s).
453 32. Outside storage shall not be permitted.
454 33. A construction staging plan which includes details for traffic control, fire protection,
455 stockpile locations, construction fencing and hours of construction shall be
456 submitted for County review and prior to the approval of any final construction
457 plans.
458 34. The existing utility easement in conflict with the proposed building footprint shall
459 be vacated prior to approval of the building permit for the said building.
460 35. The location of all existing and proposed utility and mechanical equipment
461 (including HVAC units, electric meters, junctions and accessory boxes,
462 transformers, and generators) shall be identified on the landscape plan. All building
463 mounted equipment shall be painted to match the building, and all equipment shall
464 be screened by such measures as determined appropriate by the Director of
465 Planning or the Planning Commission at the time of plan approval.
466 36. Evidence that the City of Richmond has reviewed and approved construction plans
467 for the portion of this site located within the City limits shall be provided prior to
468 final approval of construction plans by Henrico County.

469
470 Mr. Emerson - Mr. Chairman, we now move on to page 10 of your agenda
471 for SUB2017-00142, Timmons Group for Natalie W. Schermerhorn and HHHunt
472 Communities. The staff report will be presented by Ms. Aimee Crady.

473
474
475
476
477
478
479

480 **SUBDIVISION**

481

SUB2017-00142
River Mill (November 2017
Plan) – Woodman Road

Timmons Group for Natalie W. Schermerhorn and HHHunt Communities: The 125.38-acre site proposed for a subdivision of 23 townhouses for sale, 160 zero lot line, single-family homes, and 50 single-family homes is located north of Woodman Road, approximately 2,500 feet west of Magnolia Ridge Drive, on parcels 779-773-4325, 779-773-9041, 780-774-2957, and parts of parcels 780-772-8360 and 781-773-2686. The zoning is R-5AC, General Residential District (Conditional), R-3C, One-Family Residential District (Conditional), and RTHC, Residential Townhouse District (Conditional). County water and sewer. **(Fairfield) 233 Lots**

482

483 Mr. Leabough - Is there anyone present who is opposed to SUB2017-00142
484 River Mill (November 2017 Plan)? I see no opposition, Ms. Crady.

485

486 Ms. Crady - Hello again.

487

488 The 233 lots proposed with this residential phase of River Mill will consist of a mixture of
489 R-3, R-5A, zero-lot-line, and RTHC Residential Townhouse lots. You can see some of
490 this is infill from the previous phase where a zoning line adjustment just went through the
491 Commission and Board. That has been approved. This was to better match the road
492 configuration that they've chosen.

493

494 As is per usual, subsequent Planning Commission approval will be required for the R-5A
495 and RTH portions of the development. So, you'll see that return. The first phase of RTH
496 and R-5A came in about a year ago, so this will follow the same process. The plan is in
497 substantial conformance with the proffered layout and demonstrates compliance with the
498 applicable proffers for the case. Therefore, staff recommends conditional approval subject
499 to the annotations on the plan, standard conditions, and additional conditions 16 through
500 19 listed in the agenda.

501

502 At this time, I can answer any questions the Commission may have of staff. John Murray
503 is here from Timmons Group, and Craig Shelton is here representing HHHunt.

504

505 Mr. Leabough - Are there any questions from the Commission for Ms. Crady?

506

507 Mr. Archer - I don't have any, Mr. Chairman. We probably could have
508 expedited this, but I asked Ms. Crady to do a short presentation in the event anybody on
509 the Commission had a question because this is a sizeable project.

510

511 Mr. Leabough - Seems like there are no questions, sir. Would you like to hear
512 from the applicant?

513

514 Mr. Archer - I don't think so.

515

516 Mr. Leabough - Okay. How would you like to proceed, Mr. Archer?

517

518 Mr. Archer - All right. I will move that SUB2017-00142, River Mill
519 (November 2017 Plan), be approved conditionally subject to the standard conditions for
520 subdivisions served by public utilities, residential townhouses for sale subdivisions, zero-
521 lot-line subdivisions, and the additional conditions 16, 17, 18, and 19.

522

523 Mrs. Marshall - Second.

524

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

527

528 The Planning Commission granted conditional approval to SUB2017-00142 River Mill
529 (November 2017 Plan), subject to the standard conditions attached to these minutes for
530 subdivisions served by public utilities, residential townhouses for sale subdivision, zero-
531 lot-line subdivisions, the annotations on the plans, and the following additional conditions:

532

533 16. The limits and elevation of the Special Flood Hazard Area shall be conspicuously
534 noted on the plat and construction plans and labeled "Limits of Special Flood
535 Hazard Area." Dedicate the Special Flood Hazard Area as a "Variable Width
536 Drainage & Utilities Easement."

537 17. Prior to requesting construction plan approval, the developer must furnish a letter
538 from Virginia Dominion Power, stating that this proposed development does not
539 conflict with its facilities.

540 18. The proffers approved as part of zoning cases REZ2016-00002, REZ2016-00031,
541 and REZ2017-00017 shall be incorporated in this approval.

542 19. The developer shall provide signage, the wording and location as deemed
543 appropriate by the Director of Public Works, which addresses the possible future
544 extension of the stub street.

545

546 Mr. Emerson - Mr. Chairman, next on your agenda this morning would be the
547 consideration of the approval of your minutes from your October 25th meeting. There is
548 no errata sheet.

549

550 APPROVAL OF MINUTES: October 25, 2017

551

552 Mr. Leabough - I don't think we've had an errata sheet for a while,
553 Mr. Secretary. No, sir, we haven't. I guess we're getting better at it.

554

555 Mr. Witte - I think staff's doing an awesome job.

556

557 Mr. Leabough - So a motion to approve the minutes.

558

559 Mr. Archer - Mr. Chairman, there is one error that I noticed, but I think it's
560 been corrected. That's on page 2, line 21. The word "use" should be "us."
561

562 Mr. Leabough - I'm sorry?
563

564 Mr. Archer - The word "use" on line 21. "Unfortunately, Mr. Nelson and
565 Mr. Archer could not be with use."
566

567 Mr. Leabough - With us.
568

569 Mr. Emerson - Yes, sure enough.
570

571 Mr. Leabough - All right, any other corrections to the minutes? Do you move
572 approval?
573

574 Mr. Witte - So moved.
575

576 Mr. Leabough - Do we have a second?
577

578 Mrs. Marshall - Second.
579

580 Mr. Leabough - We have a motion by Mr. Witte, a second by Mrs. Marshall.
581 All in favor say aye. Those opposed say no. There is no opposition; that motion passes.
582 The minutes are approved as corrected.
583

584 The Planning Commission approved the October 25, 2017 minutes as corrected.
585

586 Mr. Leabough - Any other business to come before the Commission,
587 Mr. Emerson?
588

589 Mr. Emerson - Mr. Chairman, I have nothing further for the Commission this
590 morning.
591

592 Mr. Leabough - Anyone else have anything? If not, a motion to adjourn would
593 be in order.
594

595 Mr. Nelson: What other Planning Commission dates do we have for the
596 remainder of this year?
597

598 Mr. Emerson - You have a December 7th meeting and a December 13th
599 meeting.
600

601 Mr. Nelson: Seventh and thirteenth. This was moved up because we—
602

603 Mr. Emerson - Correct, because of Thanksgiving.
604

605 Mr. Nelson: It kind of jumped up on me a little bit.
606
607 Mr. Emerson - The calendar is moved forward in December. It also does the
608 same thing. This is one of the times of the year that our first meeting will fall prior to the
609 Board's regular meeting.
610
611 Mr. Nelson: So the seventh, is that the Wednesday or the Thursday?
612
613 Mr. Emerson - That's the Thursday meeting.
614
615 Mr. Nelson: Okay. That's the week before the Board meeting.
616
617 Mr. Emerson - Yes sir, it is.
618
619 Mr. Nelson: Okay, okay.
620
621 Mr. Emerson - So, the same schedule as we ran this month. Our evening
622 meeting was last week. And then normally this meeting would occur after the second
623 Board meeting, but it occurred after the first Board meeting.
624
625 Mr. Nelson: We were just here.
626
627 Mr. Emerson - Yes sir, you were.
628
629 Mr. Nelson: This room right here is becoming too familiar.
630
631 Mr. Emerson - It's déjà vu all over again.
632
633 Mr. Nelson: Yes. Okay.
634
635 Mr. Leabough - Could I go on record to remind Mr. Baka that I think it's
636 normally the second meeting in December that toffee is usually provided.
637
638 Mr. Emerson - Provided by the Tuckahoe District.
639
640 Mr. Leabough - It is.
641
642 Mr. Archer - If not—
643
644 Mr. Leabough - One of the two. We'll leave that up to you.
645
646 Mr. Emerson - Dependent upon his baking schedule.
647
648 Mr. Archer - Mr. Chairman, before we adjourn, may I take the opportunity
649 to wish everybody a very happy Thanksgiving . . . and a delicious one.
650

651 Mr. Leabough - I echo that. You all have a great holiday. Thanks for everything
652 that you all do.

653
654 Any other business to come before the Commission? If not, a motion to adjourn would be
655 in order.

656
657 Mr. Archer - So moved.

658
659 Mrs. Marshall - Second.

660
661 Mr. Leabough - We have a motion by Mr. Archer, a second by Mrs. Marshall.
662 We're adjourned.

663

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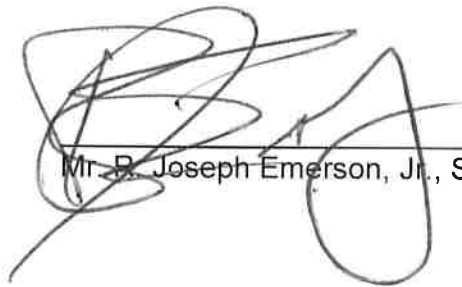
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Mr. Eric S. Leabough, C.P.C., Chairperson



Mr. B. 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 **November 15, 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 **November 15, 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 **November 15, 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 **November 14, 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 **November 15, 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 **November 14, 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 **November 15, 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 **November 14, 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 **November 15, 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 **November 14, 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 **November 15, 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 **November 14, 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.