

0-1 to 0-2C  
0.8330 Ac.



May 2002

**ZONING** <sup>®</sup>  
OFFICE BUILDING for  
CREDIT UNION  
Ref. 783-762-9359

**C-23C-02**  
FAIRFIELD DISTRICT  
0 400 Feet



COMMONWEALTH OF VIRGINIA  
**COUNTY OF HENRICO**

February 4, 2003

Virgil R. Hazelett, P.E.  
County Manager

Re: Conditional Rezoning Case C-23C-02

Beverly A. DeMao, CEO  
Richmond Federal Credit Union  
P. O. Box 10033  
Richmond, VA 23240-0033

Dear Ms. DeMao:

The Board of Supervisors at its meeting on January 28, 2003, granted your request to conditionally rezone property from O-1 Office District to O-2C Office District (Conditional), Parcel 783-762-9359, located in the Biltmore Subdivision.

The Board of Supervisors accepted the following proffered conditions, dated January 20, 2003, which further regulates the above described property in addition to all applicable provisions of Chapter 24, Code of Henrico (Zoning Ordinance):

1. Access. Vehicular access to the Property shall be limited to or from New York Avenue.
2. Buffer Area. Landscaped and/or natural buffer areas and/or berms shall be provided along the boundaries of the Property as set forth below, except to the extent necessary or allowed for security, sidewalks, utility easements, fencing and signage and other purposes requested and specifically approved at the time of Plan of Development:
  - (a) Fifteen (15) feet minimum in width expanding to 18-20 feet in most areas, parallel and adjacent to Lot 10 along the side (western) boundary line, which will also contain a non-privacy wooden fence a minimum of four (4) feet in height, extending from the northwest corner of the Property to the front edge of the structure, with shrubbery continuing southwardly therefrom to New York Avenue; and
  - (b) A minimum of fifteen (15) feet for the length of the northern boundary of Lot 11 and ending at its junction with Lot 12, and thereafter, shrubbery extending eastwardly to Brook Road.

Notwithstanding the above widths, all such buffer areas shall be landscaped in accordance with the planting standards required of a transitional buffer ten (10) area. Any dead, diseased or fallen trees and vegetation shall be replaced as required.

3. Hours of Office Operation. The hours of regular business services extended by the credit union to the membership or public to be conducted on the Property, shall be limited as set forth below:
  - (a) until January 1, 2004, no Saturday office hours of operation shall be conducted; thereafter, Saturday hours shall be limited to 9:00 a.m. to 12:30 p.m.;
  - (b) no office hours of operation shall be conducted before 8:30 a.m., nor after 5:30 p.m., daily; and
  - (c) no Sunday office hours of operation shall be conducted.
4. Handicap Parking. Handicap parking shall be provided in a location as approved by the Departments of Public Works and Planning.
5. ATM and Drive Through Teller Services. There shall be no business services conducted on the Property through the use of a drive through teller window or an automated teller machine (ATM). No business shall be conducted outside of the building. There will be no mechanisms for audio on the exterior of the building, with the exception of a small intercom for security purposes.
6. Conceptual Site Plan. Subject to the proffered conditions herein set forth, the Property shall be developed in general conformance with the Conceptual Plan filed herewith (see case file), subject, however, to such traffic, engineering and other changes as may be requested and approved at the time of Plan of Development.
7. Building. No building on the Property shall be enlarged, except to accommodate handicapped access facilities, other governmental requirements or weather-protected entrances.
8. Number of Employees. No more than 6 employees, which shall include part-time employees and/or temporary personnel, shall occupy and utilize the Property.
9. Chain Link Fence. All chain link fencing shall be removed from the Property and no further utilization of chain link fencing shall be allowed on the Property.
10. Use Restrictions. The following uses shall not be permitted on the Property:

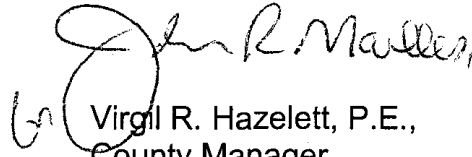
- (a) funeral homes;
  - (b) child care facilities;
  - (c) banks, savings and loan, small loan establishments, check cashing establishments as defined and regulated by Section 6.1-432 et seq. of the Code of Virginia, and payday loan establishments as defined and regulated by Section 6.1-444 et seq. of the Code of Virginia, the foregoing not to preclude the operation of federally or state chartered credit unions;
  - (d) medical offices; and
  - (e) employment service or agency.
11. Underground Utilities. Except for junction boxes, meters, and existing overhead utility lines, all utility lines shall be underground.
  12. Detached Signage. Any detached signs shall be ground mounted, monolithic-type signs and shall not exceed six (6) feet in height. The base of such signs shall be landscaped.
  13. Parking Lot Lighting. Parking lot lighting fixtures shall not exceed fifteen (15) feet in height above grade level. Parking lot lighting shall be produced from concealed sources (i.e., "shoe box" type fixtures).
  14. HVAC. Heating and air conditioning equipment shall be screened from public view at ground level at the property lines in a manner approved at the time of Plan of Development. The HVAC equipment shall continue to be located to the rear of the existing building.
  15. Trash Receptacles. Trash receptacles, not including convenience cans, shall be screened from public view at ground level in a manner approved at the time of Plan of Development and shall not be visible from the public right-of-way. Enclosure areas for dumpsters shall, except for access doors, be constructed of a masonry material.
  16. Public Address System. No outside public address, loudspeaker, paging or speaker system audible beyond the boundary lines of the property shall be permitted.
  17. Severance. The unenforceability, elimination, revision, or amendment of any proffer set forth herein, in whole or in part, shall not affect the validity or enforceability of any of the other proffers or the unaffected part of any such proffer.

Beverly A. DeMao, CEO  
Richmond Federal Credit Union  
February 4, 2003

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The Planning Office has been advised of the action of the Board of Supervisors and will revise its records and place a copy of the accepted proffered conditions in the Conditional Zoning Index.

Sincerely,



Virgil R. Hazelett, P.E.,  
County Manager

pc: Director, Real Estate Assessment  
Conditional Zoning Index  
Dover Baptist Association  
James W. Theobald, Esquire