December 16, 2003

P & F, LLC
9530 Midlothian Turnpike
Richmond, VA 23235

Re: Conditional Rezoning Case C-42C-03

Dear Sir:

The Board of Supervisors at its meeting on December 11, 2003, granted your request to conditionally rezone property from R-3 One Family Residence District to O-2C Office District (Conditional) and B-3C Business District (Conditional), Parcels 761-754-1763, 761-754-2053 and 761-754-2145, described as follows:

**Legal Description of Parcel 1**
Beginning at a point on the east line of Skipwith Road, 275± from the N/L of Parham Road; thence N79-14-31E, 155' to a point; thence N43-18-48W, 287.11' to a point; thence S78-27-48W, 155' to a point; thence S10-27-22E, 285' to the said point of beginning, containing 1.02± acres.

**Legal Description of Parcel 2**
Beginning at a point on the east line of Skipwith Road, 275± from the N/L of Parham Road; thence N79-1431E, 155' to the point of beginning; thence N79-14-31E, 97.34' to a point; thence N18-18-42W, 286.72' to a point; thence S78-27-48W, 57.65' to a point; thence S43-18-48E, 287.11' to said point of beginning, containing .51± acres.

The Board of Supervisors accepted the following proffered conditions, dated December 8, 2003, which further regulates the above described property in addition to all applicable provisions of Chapter 24, Code of Henrico (Zoning Ordinance):

**General Proffered Conditions**

1. **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 the other proffers or the unaffected part of any such proffer.
Parcel 1 Proffered Conditions; O-2 Conditional Zoning

1. **Use Restrictions.** The Property identified as Parcel 1 on the zoning plan of AES Consulting Engineers dated September 4, 2003 (hereinafter the “zoning plan”), shall be conditionally zoned O-2 but the uses shall not include a bank or savings and loan with drive thrus, funeral home, undertaker establishment, or child care center.

2. **Parking Lot Lighting.** Parking lot lighting standards shall not exceed twenty (20) feet in height above grade level. All parking lot lighting fixtures shall be of low intensity and all shall be positioned in such a manner as to minimize the impact of such lighting on any adjacent Property. Light fixtures shall be of the type that conceals the direct source of light (such as “shoe box” type fixtures).

3. **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.

4. **Signage.** Any detached signs shall be ground-mounted, monolithic-type signs and shall not exceed seven (7) feet in height.

5. **Building Height.** No building constructed on Parcel 1 shall exceed two (2) stories. Provided further, unless otherwise approved by the Director of Planning, no building shall exceed thirty-five (35) feet in height, excluding pitched roofs or heating and air conditioning equipment.

6. **Access.** There shall be only one (1) means of vehicular ingress and egress to and from Skipwith Road. Further there shall be no vehicular access from Parcel 1 to Parcel 2.

7. **Lot Coverage.** Unless otherwise approved by the Director of Planning, the buildings, parking, and driveways located on Parcel 1 shall not cover more than seventy (70) percent of Parcel 1. Provided, however, in no event shall the buildings parking and driveways located on Parcel 1 cover more than seventy-five (75) percent of Parcel 1.

8. **Landscaping.** Along the front of Skipwith Road within the landscaped set back there shall be one maple tree or other similar streetscaped tree every thirty (30) linear feet and shall have a minimum caliper of 2.5 inches at time of planting. Provided, however, for site distance purposes and to enhance the aesthetics of the entrance, landscaping on either side of the vehicular entrance to Parcel 1 shall consist of low shrubs or other similar low lying landscaping and no streetscaped tree shall be located within thirty (30) feet of the entrance. Any
required parking islands within the parking lot shall contain low lying shrubs or other similar landscaping. The landscaped set back along Skipwith Road shall be irrigated.

9. **Architecture.** Unless otherwise approved by the Director of Planning, no concrete block or corrugated metals shall be used for the exposed face of any exterior wall or exposed exterior foundation for any building located on Parcel 1. Provided, further, unless approved at plan of development, for any building located on Parcel 1 the exposed face of exterior walls and exposed face of the foundations shall consist of brick, steel, glass, wood, siding or architectural concrete. Unless otherwise approved by the Director of Planning, the architecture of any building(s) shall be colonial or victorian.

10. **Drive Aisles.** Unless approved at plan of development, drive aisles within the parking lot shall have a minimum width of twenty-four (24) feet.

11. **Refuse Areas.** All dumpsters, trash, and recycling receptacles, excluding convenience cans, shall be screened from public view. Enclosures for refuse areas shall be constructed of brick or other opaque material on three sides to match the office buildings. The fourth side shall be gated with an opaque material other than wood.

12. **Parking.** No more than fifty (50) percent of the total parking shall be located between the building(s) and Skipwith Road.

13. **Car Inventory and Employee Parking.** There shall be no employee parking or storage of any vehicle inventory in connection with the car dealership or related uses located on Parcel 2 or on tax map parcel 761-754-4774. Provided, however, this proffered condition does not prohibit parking for any employee whose office or workstation is located in any office building located on Parcel 1.

**Parcel 2 Proffered Conditions; B-3 Conditional Zoning**

1. **Use Restrictions.** The B-3 zoning uses on the Property identified as Parcel 2 shall be limited to uses related and/or accessory to the car dealership located on tax map 761-754-4773.

2. There shall be no vehicular access from Skipwith Road to Parcel 2.
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: Mr. William Shewmake
Director, Real Estate Assessment
Conditional Zoning Index