

STANDARD COMMENTS FOR PLAN OF DEVELOPMENT

To: Brad Martin

Date: 9/25/09

Project Name: Mini Price Storage

Reference No. POD 31-09

The comments, which are checked below, are the standard comments pertaining to this plan. Additional comments and recommendations are noted on the copy of the staff plan that has been provided to you. Any questions, comments or issues you have should be addressed to the staff during the Staff/Developer Conference. A copy of this memorandum will become a part of the record of this case. Any revised plans required by staff for review prior to the Planning Commission meeting must be submitted before 10/23/09. Failure to meet this deadline may result in a deferral by the Planning Commission. Any voluntary change in layout or design made at the request of the applicant, after the filing deadline may result in removal of plans from the Planning Commission agenda, subject to staff's discretion.

County Planner: Greg Garrison 501-4626

PLANNING OFFICE

- ☒ 1. Grant (drainage/utility) easements to the County prior to requesting a certificate of occupancy. (CC)
- ☐ 2. Setbacks must be measured from the proposed right-of-way line and parking must be located behind this line.
- ☐ 3. Provide a standard concrete sidewalk along the _____ side of _____.
- ☐ 4. Repair work is to be conducted entirely within the enclosed building.
- ☒ 5. No outside storage is permitted.
- ☐ 6. The proffers of Zoning Case _____ will be applicable to this plan.
- ☐ 7. A special exception will be required for _____. The applicant is responsible for presenting his case for the special exception at the Planning Commission meeting.
- ☒ 8. Vehicles shall not be parked, displayed or stored in areas not designed and improved for parking.
- ☐ 9. Pavement must be S-5 type and a defect bond must be posted by the developer.
- ☐ 10. If traffic from the drive-through operation blocks the public right of way, the owner/occupant will close the drive-through facilities until a permanent solution can be found.
- ☒ 11. A permit may be required from the State Department of Environmental Quality (DEQ). Please contact the DEQ at 527-5020 to determine specific requirements.
- ☒ 12. Contact Virginia Power at 755-5478 to locate overland or underground power lines, and to coordinate utility construction with required buffers and planting strips.
- ☒ 13. A permit may be required from the Army Corps of Engineers. Contact the Corps at 752-7464 for details and requirements. Provide the Planning Office with the site visit confirmation when available.
- ☒ 14. Provide calculations for the minimum 5% internal green space as required.
- ☐ 15. Show the limits of clearing on the construction plans. Include the method of delineation for preservation areas.
- ☐ 16. Evidence of a joint ingress/egress maintenance agreement must be submitted to the Planning Office prior to the issuance of a Certificate of Use and Occupancy.

- ☐ 17. Delineate flood plain boldly on the plat and construction plans and dedicate as "Flood Plain, Drainage and Utilities Easement". Grant easement to the County prior to request for occupancy permits.
- ☐ 18. Employees should be required to use the designated parking spaces provided in the rear of the building.
- ☐ 19. Building and occupancy permits will only be issued for individual units if there is sufficient parking for the use.
- ☐ 20. Requests for deviations from County standard pavement or curb and gutter standards must be submitted to and approved by Public Works for approval.
- ☐ 21. Curb and gutter elevations are not established with approval of construction plans. Elevations will be set upon request by Henrico County.
- ☐ 22. Prior to requesting a building permit, the developer must furnish a letter from _____ stating that this development does not conflict with their facilities.
- ☐ 23. Prior to requesting a building permit, the developer must document the Health Department's approval of the proposed septic tank drainfield system.
- ☐ 24. Prior to approval of plans by the Department of Public Works, the developer must submit a report prepared by a qualified professional engineer regarding treatment of mine shafts and scars.
- ☐ 25. An adequate restaurant ventilating and exhaust system must be installed. Include plans and specifications with the building permit.
- ☒ 26. Lighting and landscaping approval required prior to certification of occupancy permit.
- ☐ 27. Designate main and secondary entrances to the structure.
- ☒ 28. Signs are not part of the POD approval process. A separate permit is required.
- ☒ 29. Mark POD number in 1/2 inch numerals on upper right-hand corner on plans submitted for signature.
- ☐ 30. Staff cannot recommend approval of this plan of development until a revised plan is received that addresses the following items at a minimum:
- 31.

Attached separately are comments from the following County Departments:

Building Inspections
 Division of Fire
 Division of Police
 Traffic Engineer
 Design Division
 Environmental Control Engineer
 Public Utilities
 Recreation and Parks
 Soil Conservation
 Virginia Department of Transportation
 Health Department
 Other

REVIEW LEVEL

- ☐ Preliminary
- ☐ Administrative
- ☒ Plan of Development