

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO



INTER-OFFICE MEMORANDUM

TO: Leslie News, Planning

FROM: Ralph Claytor, Public Utilities

SUBJECT: **University of Richmond Road Improvements**
POD No. T-56; File No. 1748

DATE: May 19, 2010

We have reviewed the construction plans submitted to the Planning Department on April 27, 2010. All technical requirements of DPU have been satisfied. We recommend that Final Construction Plans be submitted to the Planning Department for signature. After the Planning office signs the 21 sets of plans, please deliver the 21 sets of plans to Public Utilities for plan signature.

Water and Sewer Agreements that must be executed by the Owner and the County prior to authorization to proceed with construction of County water and sewer improvements **have not** been executed.

The required Utility Pre-Construction Meeting will not be scheduled, nor will the Authorization to Proceed with utility construction be granted, until the Final Construction Plans are signed and the Water and Sewer Agreements have been executed. The required Utility Pre-construction Meeting may NOT be scheduled jointly with the Public Works Pre-construction Meeting unless agreements are executed prior to such meeting.

for Ralph E. Claytor, P.E.
Design Division Director

cc: William Kreye, II, P.E.; Draper Aden Assoc.
John Hoogakker, Uof R

bc: J. Newton, DPW
A. Seal, T. Watkins
Planner, Lee Pambid

ANJ/cww

PUBLIC UTILITIES APPROVAL REQUIRED