



COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO

DEPARTMENT OF PUBLIC UTILITIES
ARTHUR D. PETRINI, P.E.
DIRECTOR
(804) 501-4517

INTER – OFFICE MEMORANDUM

TO: Christina Goggin, Planning
FROM: Alice Thompson, Public Utilities
SUBJECT: Shady Grove United Methodist Church Expansion, POD2014-00151
DATE: May 6, 2014

We have reviewed a preliminary plan for the referenced project submitted to the Planning Office on April 17, 2014. This preliminary plan includes expansion of the existing church facility to include approximately 91,200 SF of new space. Our comments are intended to provide guidance for requirements for design and construction of the water and sewer service that will be provided by the County systems. No proposed water or sewer is shown on this preliminary plan. Construction plans for water and sewer shall be designed in accordance with DPU Standards. The levels of detail provided in the following comments are based on the amount of detail provided on the plan.

General

1. Construction Plans submitted for review need to be sealed and signed by a Professional Engineer or a Land Surveyor B.
2. The extent of water and sewer requirements cannot be determined for the parcel until complete construction plans that include a separate Utility Plan Sheet (Water and Sewer Plan) have been submitted.
3. Meter sizing requirements have not been addressed with this set of plans. Meter calculations will need to be submitted to determine water demands to establish the size of the water meter necessary to provide service.
4. The plans shall address any needed modification to the existing water system including abandonment or relocation of existing meters and hydrants.
5. Fire protection requirements cannot be determined for this project at this time. ISO calculations have not been provided with this plan. The need for fire hydrants and hydrant locations will be determined after ISO calculations have been provided and reviewed. Fire hydrants shall be located so that maximum hose lay to any part of the building shall not exceed 350'.
6. Based on the proposed building sizes and layout, a significant number of new hydrants will be required to provide adequate fire protection to the proposed structures. You should consider construction of a looped water main from Shady Grove Rd to Pouncey Tract Rd within the on-site drive road.
7. The existing drainfield will need to be abandoned in accordance with VDH regulations when the church connects to County sewer.
8. Sewer laterals and water services installed to serve existing homes to be abandoned with this project shall be abandoned at the main in accordance with DPU Standards.
9. Submit a Notice of Intent to Discharge Form (NOI) to DPU for the building expansion. A monitoring manhole maybe required for this project.
10. The sewer located within Shady Grove Rd was constructed and installed in 2009. Callout the sanitary sewer as "existing" on the plan.

11. Show all existing utility easements and provide the deed book and page number of the existing utility easements. If easements were not recorded, then this will need to be recorded with this project.
12. Provide a note on the plans to see plans titled, "Shady Grove Road Sanitary Sewer Extensions (Phase 1), DPU File No. 2009-017, by Draper Aden & Associates" for information concerning the existing sanitary sewer. Sewer shown on the preliminary should coordinate with the as-built plans.
13. Agreements for water and sewer service will be required for this project.

If you have any questions, please call me at 501-4508.



Alice Thompson
Utilities Engineer

bc: Ralph Claytor
Alvin Christian
ANT/mab