



COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO

R. Joseph Emerson, Jr., AICP
Director of Planning
(804) 501-4602

May 14, 2014

John Bennett, P.E.
Kimley -Horn & Associates, Inc.
1700 Willow Lawn Drive
Suite 200
Richmond, VA 23230

RE: Shady Grove United Methodist Church
Expansion
Preliminary Plan Review
TC-269
POD2014-00151

Dear Mr. Bennett:

The Planning Department has completed its review of the referenced preliminary plan submitted April 17, 2014 and has the following comments:

1. Provide the POD number on the upper right hands side of the coversheet so it can be read when the plan is rolled. The number will be provided after the first construction plan submission.
2. All approval letters need to be provided within the plan and referenced on the coversheet.
3. Staff recommends that the lighting plan is submitted at the same time as the POD so it can be reviewed and approved as part of the construction plans.
4. If dumpsters are proposed or will be required for church operations, provide the dumpster screen details within the plan. The screen shall be 8' tall, constructed out of architectural masonry to match the building with opaque gates.
5. The new parking lot and building will need to meet the 50' front yard setback from Shady Grove Road after right-of-way dedication.
 - A. The parking lot perimeter landscape requirement is 2.5 -2.5" caliper 'shade' trees per 100' feet of drive aisle/parking lot adjacent to right-of-ways. Staff recommends a continual hedge row along the r-o-w lines of the parking lot.
6. The new parking lot will need to provide a 10' side and rear yard setbacks from adjacent property lines.
 - A. The parking lot perimeter landscape requirement is 2 -2.5" caliper 'shade' trees per 100' feet of drive aisle/parking lot adjacent to internal property lines.
7. The existing gravel parking lots and entrance into said lots need to be brought up to today's standards including paving, curb and gutter and meet the 40' side yard setback after

- r-o-w dedication. The gravel parking lots will need to meet the 10' parking lot side and rear yard setbacks.
8. The parking requirement for places of worship is 1 for each 50 sq. ft. of floor area in the primary worship or assembly area. That information will need to be provided at time of POD review to demonstrate that adequate parking is provided for the proposed sanctuary.
 9. Provide a sidewalk along Pouncey Tract Road as necessary.
 10. The tree canopy coverage requirement for parking lots is 5%. It can normally be met by providing a 2.5" caliper 'shade' tree within each landscape island in the parking lot
 11. The overall site tree canopy requirement is 20% exclusive of parking spaces and building footprints and must be reasonably distributed throughout the site. Mature tree save is highly encouraged as it can be credited towards tree canopy calculations.
 12. Additional comments pending the submittal of revised layout and lighting plans.

You may contact me at 501-5159 or gog@co.henrico.va.us if you have any question concerning this review letter.

Sincerely,

Christina L. Goggin, AICP
County Planner