



COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO

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

February 5, 2018

Malachi Mills, PE & RK&K
2100 E Cary Street, Ste 309
Richmond, VA 23223

RE: POD2018-00023
Simple Storage – at Forest
and Glenside Road
Preliminary Plan Review
Comments

Sir:

The Planning Department has completed its review of the above-referenced preliminary plans, received January 23, 2018, and has the following comments:

1. Plan of Development Planning Commission plans should be submitted for review and need to be sealed and signed by a Professional Engineer or Surveyor.
2. Provide standard 24' x 36' scaled set sheets of the plan.
3. Include the entire boundary survey by courses and distances where development is proposed. Show net acreage and right-of-way dedication acreage.
4. On the cover sheet address the following:
 - a. Include all applicable GPINs.
 - b. Provide basis for parking requirements.
5. On the layout sheet address the following:
 - a. The overhangs must be shown on the building envelope on the site plan.
 - b. Show and label building setbacks as 25' front, 50' rear (Brigham and Eaton Roads), and no less than 25' on the sides.
 - c. Label zoning lines.
 - d. Label the adjoining property ownership, zoning and land uses.
 - e. Show dimension between proposed building and existing single family.
 - f. A 10-transitional buffer is required along Glenside Drive.
 - g. A 50-transitional buffer is required along Eaton Road.
 - h. A 50-transitional buffer is required along Brigham Road.
 - i. Provide sidewalk along north line of Glenside Drive west line of Forest Ave and a sidewalk connector from building to public sidewalk.
6. On the grading sheet address the following:
 - a. Provide orange safety tree protection fences around any existing trees to be saved.

7. Submit a schematic landscaping plan to ensure conceptually that transitional buffers can be met.
8. Include the following approval letters for zoning case REZ2018-00009, and plan of development case once available within the plan set.
9. Provide schematic floor plans.
10. Provide scaled architectural plans showing building height, dimensions and material.
11. Provide building elevations with color detail for proposed building.
12. Show treatment of loading docks and areas, including any outside storage areas, shall be located and/or screened to shield them from public view at the property lines.
13. Please provide dumpster enclosure detail, that is 8-foot tall and a detail that matches the building material.
14. All rooftop equipment shall be shielded so that it is screened from public view at ground level.
15. Show all required 6 (10'x25') loading spaces because of the limited site area.
16. Consider transitional buffer alternatives; screens to mitigate use impacts from neighbors and to accommodate required parking and loading spaces.
17. Vacate lots, building setback lines and easements on lots in Fort Hill, Section C.
18. See additional comments from other review agencies.

The above comments may be revised based upon discussions at the staff developer conference, scheduled for February 15 at 2:30 p.m. You may contact me at 804-501-5323 or war30@henrico.us if you need any additional information prior to the meeting.

Sincerely,

A handwritten signature in black ink that reads "Matt Ward". The signature is written in a cursive, slightly stylized font.

Matt Ward
County Planner