



COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO

DEPARTMENT OF PUBLIC UTILITIES
Charles B. (Chip) England, PE, MBA
DIRECTOR
(804) 501-4280

INTER-OFFICE MEMORANDUM

TO: Leslie News, Planning

FROM: Ralph Claytor, Public Utilities

SUBJECT: Holloway at Wyndham Forest Section 4
POD 2018-00131

DATE: May 30, 2017

We have reviewed the construction plans submitted to the Planning Department on May 10, 2018. 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 required number of sets of plans, please deliver the 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.

Ralph E. Claytor, P.E.
Chief of Design

cc: Anne W. Tignor, P.E., Youngblood, Tyler and Associates, P.C.
Craigie Shelton, HHHunt Holloway, LLC

bc: Jen Cobb, DPW
C. Duverne, J.Yi, B. Dao
C. Goggin, Planning

HJY/tt

PUBLIC UTILITIES APPROVAL REQUIRED