



COMMONWEALTH OF VIRGINIA  
COUNTY OF HENRICO

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

## INTER – OFFICE MEMORANDUM

**TO:** Mike Kennedy, Planning  
**FROM:** Alice Thompson, Public Utilities  
**SUBJECT:** Henrico Firehouse 20, POD2019-00085  
**DATE:** March 4, 2019

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We have reviewed a preliminary plan for the referenced project submitted to the Planning Office on February 19, 2019. This preliminary plan includes a one story 13,250 Firehouse Building. 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. 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. Fire protection requirements cannot be determined for this project at this time. ISO calculations have not been provided with this plan. Be advised, hydrant locations will be determined after ISO calculations have been provided and reviewed.
3. Meter sizing requirements have not been addressed with this set of plans. Meter calculations will need to be submitted to determine what size meter will adequately serve the proposed building.
4. Relocate the proposed water meter 10' from the building structure
5. Connect directly to the 8" water main in the drive aisle for the water meter.
6. Connect directly to the 8" water main in the drive aisle for the fire service connection.
7. Relocate the dedicated fire hydrant 50' from the building and ensure the siamese connection is within 50' of the dedicated fire hydrant. DPU suggests moving the dedicated fire hydrant located north of the handicap spaces to the opposite side of the drive aisle.
8. A boundary valve and RPZ fire system backflow preventer will be required for the fire sprinkler system.
9. DPU suggests installing the sanitary sewer in the drive aisle to avoid going through the grass islands and parking spaces.
10. Is there a reason why a 6" sewer lateral connect be installed between the monitoring manhole and next downstream manhole?
11. Label the sewer as "private" on the plans.
12. Offsite utility easements for the proposed sanitary sewer connection on Parcel: 770-753-5290 will be required to the County of Henrico's property line.
13. Show all existing utility easements and provide the DB & PG number for the existing utility easements on the construction plans.
14. Include with the construction plan submittal the following:
  - DPU Engineering Report (Form F-1) with project checklist and water and sewer design calculations.

- Notification of Intent to Discharge (Form F-12)
- Water system flow availability request (Form F-7).
- Standard water and sewer construction notes (Form F-11).
- Water and Sewer Material Notes (Form F-6).
- Other related DPU utility details.

15. Agreements for water and sewer service are not required for this County project.

If you have any questions, please call me at 501-4508 or John Yi at 501-4511.

Sincerely,

A handwritten signature in black ink, appearing to read 'AT7' or similar, written in a cursive style.

Alice Thompson  
Utilities Engineer

bc: Ralph Claytor  
Alice Thompson, John Yi  
Alvin Christian

ANT/tt