

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO



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

March 4th, 2019

Amir Patel
Monument Hospitality II, LLC
11401 McCabes Grant Terrace
Richmond, Virginia
23233

Christopher Thompson
268 High Street
Petersburg, Virginia
23803

RE: POD#2019-00071
 Comfort Inn & Suites at Richmond
 Airport
 Original Plan Review Comments

Sir(s):

The Planning Department has completed its review of the above-referenced plans, received February 13th, 2019, and has the following comments:

The comments provided below in bold must be addressed prior to being heard at the POD Planning Commission meeting:

- 1. Proffer No. 11 of Rezoning Case C-34C-98 restricts the maximum height of any building to no more than forty-five (45') feet. Prior to PC approval of the subject POD, a proffer amendment must be filed and approved by the Board of Supervisors.**
- 2. Pursuant to 24-106.2, a transitional buffer 10 is required adjacent to parcels zoned B-3. Please provide the required buffer or submit a transitional buffer deviation request. Please note, it appears underground detention is currently located in the location that the transitional buffer 10 is required. Please relocate underground detention.**
- 3. Provide building color and material descriptions on revised architectural elevations.**
- 4. Provide a roof plan showing all rooftop penthouses (mechanical, elevator, stairwell openings, etc.).**

Plan of Development

1. FAA approval must be granted prior to construction plan approval. Planning recommends this process be initiated as soon as possible.
2. Confirm that the height of the entrance lobby overhang is acceptable for DPW Traffic and Fire.
3. On the Cover Sheet:
 - a. Provide the master case number (POD2019-00071) in the upper right-hand corner of the plan set. A subsequent case number will be provided upon submittal of the construction plan.
 - b. Include rezoning case numbers C-67C-89 and C-34C-98 under Site Data No. 8, Item C.
 - c. Revise the title to read, "*Comfort Inn & Suites at Richmond Airport.*"

- d. Under Site Data No. 12, Item C, revise to read “*Number of Rooms.*”
- e. Under No. 13, include square footage of easements. Revise adjusted gross site area and required coverage amounts accordingly.
- f. Under Site Data, No. 13, revise parking area to match the area provided under No. 10.
4. On the layout plan, Sheet C3.0:
 - a. Graphically show and label all additional building setbacks for height as specified by Sec. 24-94.1 of the Henrico County Zoning Ordinance.
 - b. Graphically show and label building footprints on adjacent properties.
 - c. Graphically show and label all proposed and existing easements.
 - d. Provide a pedestrian connection from the interior of the site to the proposed five-foot (5') sidewalk along Trampton Road.
 - e. Provide a label for the 30' side building setback indicating the rear yard has been transferred to the side per Sec. 24-94 of the Henrico County Zoning Ordinance.
 - f. Revise the label for parcel 823-716-1295 to state applicable zoning districts.
 - g. Provide dimensions for landscape islands.
 - h. Provide building dimensions.
 - i. Graphically show and label distance from the property lines to each side of the proposed building.
 - j. Pursuant to Sec. 24-97, two (2) loading spaces must be provided on site.
5. On the utility plan, Sheet C4.0:
 - a. Adjust proposed utility easements to accommodate additional landscaping.
 - b. Reposition the proposed fire hydrant to accommodate additional landscaping.

Lighting Plan

1. Graphically show and label footcandles across adjacent property lines.
2. Provide fixture mounting height.
3. Provide pole mounting detail.
4. Revise light fixture details so that they are legible.

Landscaping Plan

1. Graphically show and label all proposed and existing easements.
2. Adjust utility easements to accommodate additional landscaping.
3. Revise the interior landscape calculations to match those provided on the cover sheet.
4. Omit the second set of required/provided interior landscape calculations. These are not Henrico County requirements.
5. Revise tree canopy calculations to match those provided on the cover sheet. Ensure easement square footage amounts are included in area deducted.
6. Address transitional buffer 10 requirements on the revised landscape plan.

The **bolded comments** indicated must be addressed prior to the Planning Commission meeting. The above comments may be revised based upon discussions at the staff developer conference, scheduled for March 7th, at 1:30 p.m. Revised plans and a written response to review comments must be submitted prior to the planning commission to afford staff sufficient time to review. You may contact me at (804) 501-4604 or nor020@henrico.us if you need any additional information prior to the meeting.

Sincerely,

Spencer A. Norman
County Planner

pc: Amir Patel, Monument Hospitality II, LLC