

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO



May 06, 2020

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

Robinson Development Group, Inc.
c/o Thomas Robinson
150 W Main Street, Ste 100
Norfolk, VA 23510

Townes Site Engineering
c/o Zackary Wilkins
1 Park West Circle, Ste 108
Midlothian, VA 23114

RE: POD# POD2020-00117
Tidemark# POD2020-00117
Dominion Boulevard Apartments –
Phase 1 and Master Plan
Plan of Development Original Plan
Review Comments II

Sirs:

The Planning Department has completed its review of the above-referenced Plan of Development (POD) plans, received March 06, 2020, and April 27, 2020 and has the following comments that need to be addressed prior to staff recommending approval to the Director of Planning on behalf of the Board of Supervisor in lieu of the Planning Commission.

Based on my conversation with the architect, I believe that the remaining issues can and will be resolved to everyone's satisfaction, however I need to see the revised items and staff will need time to satisfactory review them. Please note that there may be other comments from the other agencies that will also need to be addressed. The comment deadline is May 11, 2020 so I will advise what else needs to be resolved after that date:

1. Site Lighting Plan

- a. The lighting plan does not show the water and sewer easements along the driveways, they do not impact and proposed site lighting pole locations. However, these easements must be shown.
- b. The site lighting layout must reflect the latest, proposed site layout. i.e. the sidewalks to the south were missing.
- c. Photometric levels of the open-air top deck of the parking garage must be provided.
 - i. The fixtures must be designed so that the bulb of the lens is not visible from the ground if people look up and so that they do not glare into any adjacent residential units within the complex.
 - ii. Provide fixture details, including mounted heights of any pole heights and any building mounted lights.
- d. The photometric counts around building C should not be dropping to zero nor below 1 along the paths around the building itself. It does not appear that the photometric counts were calculated correctly or there needs to be additional lighting provided.

2.

3. Layout

- a. Due to the location of an existing 20' utility easement along the frontage of Dominion Boulevard, please move building C, 5' to the west so that there is now a 5' space between the building and the 20' utility easement to accommodate the required street trees along the asphalt path. This is the frontage of the property along the main access road to the site and therefore all efforts to achieve the required streetscape should be made.
4. At the time of re-zoning there was some concern over the delivery and distribution of packages and how deliveries in general will occur within this development. Therefore, please provide a narrative explaining how this will function.
 - a. This is a repeat comment. Again, in lieu of the applicant providing additional information at a Planning Commission hearing, a narrative is needed that explains the delivery and distribution of packages and deliveries in general.
 - i. Include in this narrative how the coordination of access to the one loading dock will occur. Can multiple vehicles park here? Based on the width and depth, I would imagine so, but please elaborate.
5. Please provide more information on how the trash from individual apartments is envisioned to be handled. E.g. is an individual on the top floor supposed to carry their trash from their unit to the nearest elevator to the basement and then drop it in the trash room? This doesn't seem practical.
 - a. This is a repeat comment. Again, in lieu of the applicant providing additional information at a Planning Commission hearing, a narrative is needed that explains how this is envisioned.
 - b. Please provide revised floor plans that indicate the garbage chutes.
6. Per the Innsbrook Urban Mixed-Use District Urban Design Guidelines (Guidelines), Page 33, Chart – The maximum front setback is 25'. The proposed building appears to exceed this in multiple areas between the building and the 10' concrete sidewalk adjacent to the existing driveway to the office condos.
 - a. The exception letter has been received. I will advise once I have feedback from the Director of Planning.
7. Architectural information and sheets
 - a. Will the internal elevations compliment the external elevations?
 - b. There are two doors that lead to corridors into the apartments that do not have canopies over them. Doors into HVAC rooms do not need canopies, but residential entrances do.
 - c. Provide additional treatments to the portions of the parking garage that are visible from the driveways and adjacent properties.
 - i. The portion of the parking garage facing southwards towards the adjacent property particularly needs to be addressed. This is repeated as staff believes that additional screening or fencing should be shown above the ground floor as approved with other UMU garage products within the Innsbrook area.
8. Conceptual Landscape Plan
 - a. The Conceptual Landscape plan appears to satisfy the spacing and coordination requirement. Please see additional comments regarding the formal submittal of the landscape plan found in the last section of these comments.

The following items need to be addressed prior to construction plan approval.

1. General
 - a. Thank you for confirming that the applicant will contact the Henrico Police Department and that a Crime Prevention plan will be implemented for the Commercial building. This should be completed prior to CO for this building. This is required per condition #15 of the PUP. This comment will be repeated until construction plans are signed as a reminder.
 - b. Submit the formal landscape plan once grading of the site is complete and the curb and gutter and the foundations of the buildings are constructed. This should be filed under the landscape plan application (<https://henrico.us/pdfs/planning/apps/llfp.pdf>)
 - c. Covenants will need to be recorded prior to construction plan approval.
 - i. Will the existing covenants for Innsbrook be amended to include this property or will new ones be proposed?
 - ii. If something is recorded, please provide the recorded document including its Deed Book and Page number.
 - iii. If revisions are not required, then please advise in your response to comments.
 - d. Details of the following items should be provided where applicable:
 - i. Retaining walls appear to be shown on the rendering of building C.
 - ii. Guard rails
2. C-1 – General
 - a. Add POD2020-00117 in the upper right corner
 - b. In spite of my comment from round 1, please remove “landscape” from the plan title as this will be a formal, separate submittal.
3. C-1 – Site statistics
 - a. 10A – Add another row, that per PUP2019-00008 the total required minimum number of parking spaces for the whole development is 1,037.
 - b. 13 – After the deductions, I believe the figure should be 389,383 square feet.
 - c. Additional comments regarding the Site Statistics may be forthcoming as the plan review continues and information is added to the plans.
4. C-2 – Master Plan
 - a. In the Total Unit County Table, the number of units listed do not add up to 700. Please revise.
 - b. In the Parking Table can you:
 - i. Add Ph I adjacent to Deck A and Ph II adjacent to Deck B.
 - ii. Split out the surface parking by Phases?
 - iii. Add up the total number of parking spaces by Phase and split out how many spaces are in the deck and on the surface?
 - iv. Amend it to state the square footage considered i.e. 28,000 and the number of units per residential type i.e. 498 x 1 Bedroom units and 202 x 2+ bedroom units etc.,
 - v. Add in the ratio applicable to each use i.e. 1/150 for Retail and Restaurant or 1 / 1-bedroom unit and 1.5 / multi bedroom unit.
 - vi. State Retail “and Restaurant”.
 - vii. In the Retail and Restaurant row, the required parking is 187 spaces.
 - viii. Update the total required parking using UMU Code.
 - ix. Add a row that the required minimum number of provided parking spaces per PUP2019-00008 is 1,037 spaces.
 - x. Ultimately, the number of provided spaces meets requirements, but the breakdown is necessary.

- c. In the Uses table the breakdown by Phase 2 appears to be the total build for both Phase 1 and Phase 2. These figures should have a separate header of total build.
 - i. Figures for specifically Phase 2 should be stated as if Phase 2 was independent of the rest of the site.
 - d. The Open Spaces figures should also be divided into three sections, Phase 1, Phase 2 and Total Build.
 - e. Is the definition of Open Space correct? i.e. sidewalk is NOT considered Open Space. Please confirm.
 - f. Show potential outside vendor areas to ensure that they would work. I did not see this shown, did I miss this?
- 5. C-3
 - a. When will the VEPCO easement be abandoned?
- 6. C-5
 - a. Provide a Tree Protection Diagram. This needs to be the orange, snow fencing type.
 - b. Label the tree protection line limits.
- 7. C-7
 - a. Please show where the conceptual location where the construction trailers will be located.
- 8. C-11
 - a. Add a sidewalk from the newly proposed loading space to the west to connect to the currently proposed sidewalk and east to the currently proposed asphalt pathway. This should hug the drive aisle and the proposed street trees should be located south of the new sidewalk. The proposed street trees are within the water easement and would need to be relocated anyway.
 - b. Label the surfaces in-between sidewalks, driveways and buildings. There are spaces between the footprint of the building and the sidewalk that need to be identified so that I can determine if sidewalks are recommended. The various live/work units appear to step out into? There is a gap between the doors and the sidewalk or is this area already proposed to be paved?
 - c. Along the westernmost drive aisle, sidewalk is shown on either side of the drive aisle, but there is only 1 sidewalk connection between them. There should be another one further north.
 - d. Along this same drive aisle, please line up the parking islands so that they are opposite each other vs being offset. The offset islands and the different size of islands is confusing. This could be the location of a sidewalk to connect the two north/south sidewalks
 - e. Some of the hardscape features shown on A-100 need to be reflected on this sheet and others within the civil set.
 - f. Provide distances within the drive aisle adjacent to the service/loading area and within the service/loading area itself. This is to provide an idea of how large an area this is to accommodate the various vehicle movements that will occur.
 - i. This is the same area where A-100 indicates more paved areas related to this and should be shown on this sheet.
- 9. C-22
 - a. Show dumpster and truck movements into the delivery area.
- 10. C-23
 - a. Add the Provisional Use Permit approval letter. See attached.
 - b. Add approval letters under REZ2020-00020 and PUP2020-00006 when available.
 - c. Leave room for POD approval letter.
 - d. Leave room for any approval letters associated with any exceptions granted to the Design Guidelines.

11. A-101

- a. Show all easements on this plan.
- b. Update to reflect any layout changes proposed with the civil plans.
- c. Adjust the bin locations to ensure that all islands at the end of a row of parking have the room for a parking lot tree.
- d. The area around the service and loading area needs to be closely examined for landscaping opportunities to aid with the required screening of this area.

12. A-116

- a. The minimum caliper size is 3 ½ inch, please correct.
- b. When the formal landscape plan is submitted please examine different species for T 1 vs them all being the same type.
- c. Submit the formal landscape plan once grading of the site is complete and the curb and gutter and the foundations of the buildings are constructed. This should be filed under the landscape plan application (<https://henrico.us/pdfs/planning/apps/llfp.pdf>)

13. Lighting Plans Sheets

- a. 1 of 4
 - i. Add a note that Fixture E are existing light fixtures previously approved.
- b. 2, 3 and 4 of 4
 - i. Update the layout to reflect what is shown within the civil plans
 - ii. Show all public easements and label.

14. See additional Standard Comments (attached) from the Planning Department.

15. See additional comments from other review agencies.

Revised plans and a written response to review comments 1 through 8 must be received as soon as possible, please send via pdf as soon as they are available. You may contact me at 804-501-5290 or gre31@henrico.us if you need any additional information.

Sincerely,



Anthony Greulich
County Planner