

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO



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

September 28, 2021

Mr. Jason Wilkins, P.E.
Townes Site Engineering
1 Park West Circle, Suite 108
Midlothian, VA 23114

RE: POD2021-00119
 Gateway II
 2nd POD Plan Review

Sir:

The Planning Department has completed its review of the above-referenced plans, received September 11, 2021, and have the following comments:

1. The plan needs to be tabled as the plan that was submitted
 - a. There appears to be a new section of building that goes over the western property line that will need to meet the 0' setback before the POD can go forward.
 - b. Verify the retail square foot area on the first-floor layout.
 - c. Provide the complete project area, at a readable scale, to including existing parking and buildings/ dwelling units before the project can be taken forward so staff can verify the parking required/ provided.
2. The sections of building that goes over the new western property line that will need to meet the PUP proposed 0' setback by either adjusting the building or adjusting the property line.
 - a. Label what the large rectangle is on the floor plan
 - b. Provide 5' sidewalk on the western side of the bump out per Zoning Ordinance.
3. Staff calculates that 208 parking spaces are required. Revise the plan to add the parking spaces or reduce the retail sqft. area.
 - a. 76.1 for retail (5 spaces/1,000 sqft)
 - b. 58 for 40 proposed and 18 existing 1-bedroom units and
 - c. 73.5 for the 40 proposed and 9 existing 2-bedroom units at 1.5 spaces per unit.
4. Repeat comment - Provide the POD number in the RE: on the upper right-hand corner of the plan so it can be read when rolled. Another number will be assigned upon the next full submittal after POD and that number will also need to be included. The number currently on the plans is not correct.
5. The Planning Commission approval letter will need to be included in the plan when it is available.
6. Repeat comment - Add 753-745-0470 (part) in site data note 3.
7. Provide the gross area for 753-745-0470 after R-O-W dedication for site data note 5.
8. Repeat comment - Provide the disturbed area in site data note 5.
9. Onsite data note 7, distinguish between existing and proposed units. Add the number of existing units if necessary for the site project and parking requirements.
10. Update site data note 10 to reflect the increase in commercial and required residential parking.

11. Repeat comment - In site data note 13, only existing easements not under asphalt after the construction can be credited towards the tree canopy calculations.
 - a. The canopy calculation in R-6 is 15%.
12. Provide the complete project area, at a readable scale, including existing parking and buildings/ dwelling units before the project can be taken forward so staff can verify the parking required/ provided.
13. Repeat Comment – Provide sidewalk access into the development from the r-o-w on all sheets as necessary.
14. Repeat comment - On sheet C7, provide setbacks from the nearest property lines and on all other sheets as necessary.
15. Label the extent of of the sanitary easement along the northern property edge the deed book and page number.
 - a. The northern most portion of the building appears to be within an existing electric and power company easement. Show evidence that the building can be located within the easement prior to construction plan approval.
16. Provide the building dimensions on the plan as necessary.
17. Extend the sidewalk to the southern most section of the r-o-w dedication.
18. Provide the retaining wall top of wall and bottom of wall as necessary.
19. Show the PUP approved 10' pool deck setback on the plans as necessary.
20. Revise sheet C-31 as necessary to reflect the revised increased retail area.
21. Staff recommends that the engineer 'flip' the front storm sewer (segment 6)/ drop inlets (segment 6), so it runs under the parking spaces and not within the landscape strip since only 8' is provided.
22. Provide the cross access/ parking and maintenance agreement information prior to Certificate of Occupancy. Would be nice if it were completed and recorded prior to plan approval so the information can be on the plan.
23. The sign locations/relocations are not part of POD approval. We advise the applicant to contact the County Permit Center at 501-7280 with detailed sign information for further review.
24. See additional comments (attached) from other review agencies.

Architectural Comments

1. There appears to be sections of buildings that goes over the western property line that will need to meet the 0' setback.
 - a. The building material or height of the bump out is not identified on the elevations
2. The dark gray (appears to be 2 types/ finishes?) of building material is not labeled for the eastern and southern elevations
3. Provide the square footage of commercial on the floor plan.

Please address these comments and comments from the other review agencies. Planning cannot take the plan forward until the building overlapping the property line is addressed, elevations and floor plans updated as necessary, and the required parking/ proposed parking discrepancy addressed with revised plans. Plans for signature may not be submitted until technical memos have been received from all review agencies. You may contact me at 804-501-5159 or gog@henrico.us if you need any additional information prior to the meeting.

Sincerely,

Christina L. Goggin, AICP
County Planner

Cc: Gateway Associates of Richmond, LLC – Steven Alexander