



DEPARTMENT OF PUBLIC UTILITIES
(804) 501-4517

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO

INTER-OFFICE MEMORANDUM

TO: Kristin Smith, Planning
FROM: Alice Thompson, Public Utilities
SUBJECT: Quality Inn Building Renovations (8008 W Broad Street), POD2022-00243
DATE: May 26, 2022

We have reviewed a concept plan for the referenced project submitted to the Planning Office on May 9, 2022. This concept plan includes renovations to the existing building and the addition of a meeting area, pool storage room and bathrooms. 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. Neither water nor sewer is shown on the plan. 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. The extent of water and sewer requirements cannot be determined for the parcel until complete construction plans that include a separate Utility Plan Sheet (Water and Sewer Plan) have been submitted.
3. Fire protection requirements cannot be determined for this project at this time. ISO calculations have not been provided with this plan. The need for fire hydrants and hydrant locations will be determined after ISO calculations have been provided and reviewed.
4. Provide Henrico County DPU Meter Sizing Form (F-8) to determine if the existing meter is adequate for the proposed project.
5. Submit a Notice of Intent to Discharge Form (NOI) to DPU. A monitoring manhole will be required for this project.
6. Show all existing utility easements onsite and reference the deed book and page numbers (DB, PG).
7. Agreements for water and sewer service may be required for this project.

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

Sincerely,

Alice Thompson
Utilities Engineer

cc: Ratchet Designs

bc: Ralph Claytor
Marchelle Sossong

ANT/tt