

COMMONWEALTH OF VIRGINIA  
**COUNTY OF HENRICO**



June 1, 2022

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

Balzer & Associates, Inc.  
Justin Fournier, L.A.  
15871 City View Drive, Suite 200  
Midlothian VA 23113

RE:     POD2022-00266  
The Pointe at Laurel Lakes  
Concept Plan Review Comments

Sir/Madame:

The Planning Department has completed its review of the above-referenced plans, received May 12, 2021, and has the following comments:

1. Residential development in the R-6 District consisting of 50 or more units requires approval of a Plan of Development (POD). Provide 13 sets of construction plans, four (4) sets of architectural plans (including floor plans), a completed application signed by all property owners and requisite fee. Technical submission requirements may be found on the attached POD application.
2. An application for a minor subdivision to consolidate the subject parcels may be reviewed concurrently with the application for POD approval.
3. The multi-family standards of the R-6 District apply. Specifically, a 35' front setback is required adjacent to Hungary Springs Road and a 25' street side yard is required adjacent to Hungary Road. Please revise the layout accordingly.
4. Pursuant to Sec. 24-3105 (d), an additional 15' Major Thoroughfare Plan (MTP) setback is required adjacent to Hungary Road, which is classified as a Major Collector. Please revise the layout accordingly.
5. Proffers of REZ2021-00041 apply.
6. Confirm vacation of "Old Route 33" has been completed prior to submission of a POD in accordance with the requirements of Proffer No. 24.
7. Confirm an application to rezone any area on the property located within the 100 year flood plain on the property will be provided prior to approval of the POD, in accordance with Proffer No. 22.
8. Multi-family standards of Sec. 24-4306 (c) apply, specifically (1) any HVAC or mechanical equipment must be screened with materials used in the building's front façade and supplemented with landscaping, and (2) any stormwater management facility must be landscaped in a manner consistent with overall site landscaping.
9. Pursuant to Sec. 24-5313, provide a protective barrier between wetlands and/or areas with fully mature trees to be preserved. Include an associated detail.
10. On the architectural elevations, include the following:
  - a. Ensure elevations are compliant with Proffer No. 5.
  - b. Label building height.
  - c. Provide material descriptions and colors. Provide percentages of materials used to ensure compliance with Proffer No. 6.
11. On the layout, provide the following:
  - a. Provide locations and details of all proposed amenities to comply with Proffer No. 23.

- b. Graphically show and label central mailbox unit. Include an associated detail which includes material and dimensions.
  - c. Graphically show and label any dumpster enclosures. Such enclosures must be masonry and match the principal buildings. Include an associated detail which includes material and dimensions. The enclosure must be at least 8' feet in height.
  - d. Provide a total of two (2) parking spaces per unit. Parking space dimensions must meet the requirements of Sec. 24-5109. Parking spaces provided in individual driveways must be at least 9' x 18' feet in size.
  - e. Label all required setbacks.
  - f. The total amount of parking must not exceed 1.2 times the required minimum amount per Sec. 24-5603. Such parking must also be screened by an opaque fence or fully opaque vegetative buffer at least ten feet in width in accordance with the Sec. 24-5311 from single-family residential properties located across Hungary Springs Road.
12. A lighting plan must be included with the initial POD submittal. On the lighting plan, providing the following:
- a. All site lighting must be compliant with Proffer No. 10. Street lighting, parking lot lighting, and common area lighting shall be of a decorative residential style and not exceed 15' feet in height.
  - b. Pedestrian pathways, including along public sidewalks, and surface parking lots must be lit to an average of three (3) footcandles and maximum of six (6).
  - c. Include a photometric plan with manufacturer's details and pole mounting details.
  - d. All exterior lighting fixtures must be full cut off and zero tilt. Include notes on the lighting plan stating such.
13. On the landscape plan, provide the following:
- a. Provide fifteen percent (15%) tree canopy coverage.
  - b. A transitional buffer 10 is required along Hungary Spring Road next to the R-2 District in locations where the right-of-way is less than 80' feet in width.
  - c. Foundation plantings must be provided per Sec. 24-5309. Include a unit typical illustration to demonstrate compliance with this section.
  - d. Provide twenty percent (20%) open space per Sec. 24-5203.
  - e. Provide parking lot landscaping per Sec. 24-5312. Provide interior parking lot landscaping in area equal to at least five percent (5%) of the total area used for vehicles.
  - f. Coordinate street tree planting with overhead utility lines along Hungary Road.
14. See additional comments (attached) from other review agencies.

The above comments may be revised based upon discussions at the WebEx staff developer conference, scheduled for Thursday, June 2nd at 1:00 p.m. You may contact at (804) 501-4626 and/or [nor020@henrico.us](mailto:nor020@henrico.us) if you need any additional information prior to the meeting.

Sincerely,



Spencer A. Norman  
County Planner