



DEPARTMENT OF PUBLIC UTILITIES  
(804) 501-4517

COMMONWEALTH OF VIRGINIA  
COUNTY OF HENRICO

## INTER-OFFICE MEMORANDUM

**TO:** Aimee Crady, Planning  
**FROM:** Alice Thompson, Public Utilities  
**SUBJECT:** Our Lady of Lourdes Catholic School Addition (8250 Woodman Rd), POD2022-00320  
**DATE:** June 28, 2022

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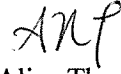
We have reviewed the concept plan for the referenced project submitted to the Planning Office on June 8, 2022. This concept plan includes the construction of a 10,998sf building addition for a school gym and classrooms. Our comments are intended to provide guidance for requirements for design and construction of the water and sewer service that will be provided by the County systems. 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. Meter sizing requirements have not been addressed with this set of plans. Meter calculations will need to be submitted to determine water demands to establish the size of the water meter necessary to provide service.
4. The plans shall address any needed modification to the existing water system including abandonment or relocation of existing meters and hydrants.
5. 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. Fire hydrants shall be located so that maximum hose lay to any part of the building shall not exceed 350'.
6. Will Class A doors and fire walls be installed between the existing building and proposed building expansion? If so, indicate Class "A" doors and fire walls will be installed on the utility sheet and Fire Estimate Form. This will allow the addition to be counted as a separate building during the calculation of needed fire flow.
7. Based on the proposed building addition size and layout, new hydrants will be required to provide adequate fire protection to the proposed addition.
8. Be advised, dead end line should not contain more than 600' of the minimum size line. The minimum size line for fire protection on a commercial project is 8 inches. Construction of a looped water main may be required.
9. Submit a Notice of Intent to Discharge Form (NOI) to DPU for the building expansion. A monitoring manhole may be required for this project.
10. Show all existing utility easements and provide the deed book and page number of the existing utility easements. If easements were not recorded, then this will need to be recorded with this project.
11. Agreements for water and sewer service will be required for this project.

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

Sincerely,

A handwritten signature in black ink, appearing to read 'ATP' or 'ATP' with a stylized flourish.

Alice Thompson  
Utilities Engineer

cc: James Byerly

bc: Ralph Claytor  
Marchelle Sossong

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