

COUNTY OF HENRICO
VIRGINIA

INTER-OFFICE MEMORANDUM

To: Planning Office Subject: POD2022-00381: Tract 10 Laydown Site
Henrico County Police Division,
From: Community Services Unit Date: July 20, 2022

POD2022-00381

Zoning: M-2

- ☐ Henrico Police Division recommends approval
☒ Henrico Police Division recommends approval if the requirements in Section I are addressed.
☐ Henrico Police cannot complete our review at this time as additional information is needed.

SECTION I. Address the following items in order for Henrico Police to endorse this plan:

- ☒ Provide new plans with details to address items noted below.
☒ Provide a response addressing the items and/or stating the intent of the applicant.

1. Henrico Police would like to discuss the proposed use to gain a greater understanding of how the site will function. Please contact me at your convenience.
2. Provide the hours of operation in writing.
3. Provide written details on site security personnel. What will they do? What will be their staffing hours? Are they a licensed company by VA DCJS? Provide license information. How will they patrol the property and keep all buildings, vehicles, and individuals safe?
4. Provide plans and elevations on guard shack. Will there be parking permits or another parking management tool used to control who can use the site?
5. Provide a site lighting plan. Provide all necessary information needed for County review. Follow Division 5 of the [Zoning Ordinance](#) for all lighting requirements.
6. Provide specifications on all proposed fencing. Include specifics on materials, heights, braces and hardware for the fence. Will this be a temporary fence or permanent? 7 foot or taller chain link fence is recommended. Follow Division 5 of the [Zoning Ordinance](#) for parking lot lighting and all fencing requirements.
7. Henrico Police recommends fencing the parking lot and gating the driveways. Catalytic converter theft and theft from vehicles could be a problem if adequate territorial reinforcement is not provided.

While our requirements for the endorsement of the plan do not guarantee a crime-free environment, it is our experience that the application of the concepts of Crime Prevention Through Environmental Design (CPTED) will reduce the opportunity for crime to occur and will enhance the quality of life. Should you have any questions or comments, please contact me at 804-501-5370 or mof@henrico.us.

Billy Moffett