

COUNTY OF HENRICO  
VIRGINIA

INTER-OFFICE MEMORANDUM

To: Planning Office Subject: POD2022 - 00424: Brook Road  
Henrico County Police Division, Knights Inn Apartments  
From: Community Services Unit Date: September 2, 2022

POD2022-00424

Zoning: R-6C

Proffers: REZ2022-00011

PUP: PUP2022-00006

- ☐ Henrico County Police Division recommends approval.
- ☒ Henrico County 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.

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

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

1. Provide average illuminance levels for pedestrian pathways. The code requires 3-6 foot candles (average) for pedestrian pathways.
2. Recently, the Police Division has had an issue accessing some apartment building while responding to calls for service. Please provide a keypad for police access and provide Henrico Emergency Communications with the code.

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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 [mof@henrico.us](mailto:mof@henrico.us).

Billy Moffett  
CPTED Planner