

COUNTY OF HENRICO
VIRGINIA

INTER-OFFICE MEMORANDUM

To:	<u>Planning Office</u>	Subject:	<u>POD2021-00465 Woodspring Suites Extended Stay Hotel at 4615 Williamsburg Road</u>
From:	<u>Henrico County Police Division Community Services Unit</u>	Date:	<u>September 21, 2022</u>

POD2021-00465

Site Plan with Notice

Zoning: B-3/M-1

- A CPTED Plan is now required for all hotels being developed in the County. A CPTED Plan is a document separate from the Site Plan that provides Henrico Police with information regarding site security. I have attached two documents to these comments:
 - A sample CPTED Plan for hotels and motels.
 - A checklist to assist you in developing your CPTED Plan for the site.
- The CPTED Plan must be approved prior to the signing of Construction Plans. Please do not hesitate to contact me if you have any questions or need any assistance.

While our requirements for the endorsement of the plan does 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
CPTED Planner