



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

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO

October 31, 2022

Mr. Jason Mullins, P.E.
Timmons Group
1001 Boulders Parkway, Suite 300
Richmond, VA 23225

RE: Virginia Randolph Campus Renovations
POD2022-00516
POD Plan Review

Dear Mr. Mullins:

The Planning Office has completed its review of the construction plans submitted October 7, 2022, for the above referenced project and has the following comments:

1. Provide the POD number in the RE: in the upper right-hand corner of the plan so it can be read when rolled. Another number will be assigned when the construction review plans are submitted both numbers in the RE: in the upper right-hand corner of the plan so it can be read when rolled
2. The Directors letter of approval will need to be included within the construction plan
3. Provide the location of the construction trailer (if 1 is needed) on the POD so it can be approved with the POD and the layout sheet can be used for the building permit.
4. For site data note 7 Clarify that the use is K-12 special education, community service and the Virginia Randolph Museum.
5. For sits data note 8A add POD-37-78 and Include the POD approval letter in the construction plans.
6. Revise the parking schedule (site data not 10) to: 1 space :8 students in K-10, 1 space per 2 students in 11-12, the square feet of the community service area as that's parked at 3 spaces pr 1,000. The museum as a cultural facility is also 3 spaces per 1,000 square feet.
7. Though excluded by the Zoning ordinance, show the calculations for canopy coverage on the cover sheet for site data note 12.
8. Provide the 15% open space calculation and 20% canopy coverage on the coversheet.
9. Provide the setbacks on the plan:
10. Provide the distance from the new buildings to the nearest property line.
11. Show the 50' front and rear yard and 40' side yard setbacks.
12. Provide the dimensions of the new buildings., label the museum, the other structure as well as Miss Randolph's gravesite.
13. The 30+ spaces in a row should provide a landscape island every 19 spaces. The fire hydrant island could be raised with curb and gutter and trees planted towards the sidewalk.
14. Label the 8' height of the dumpster enclosure and include the detail in the construction plans.
15. What do the parking spaces marked LEFE mean?
16. Provide the Courtyard gate and fence elevation within the plans.
 - a. Provide the playground fencing in the plan.
17. Sheet 5.06 says 3 EV charging stations but 6 are shown.

- a. How are EV chargers going to provide the electricity. Any equipment for power production must be screened out of masonry to match the campus.
- 18. Where is the HVAC/ mechanical, generators, utility meters junction boxes, etc. proposed for the new buildings? Screening is required.
- 19. Provide the height of the buildings on the elevations. 45' max is permitted.
- 20. Bike racks at a ratio of 1 per 20 students is required. We may need to discuss the quantity required with the student base.

Lighting Plan

- 21. The lighting plan is illegible and will need to be corrected prior to construction plan approval.
 - a. All parking lots and pedestrian walkways are to be lit between 3-6 footcandles. Including Mountain Road if sidewalk is required.
- 22. Provide the pole detail sheet with the height marked. Lighting is limited to 15' tall within 100' of R zoning or 35' tall further than that.
- 23. It's not clear which fixture is intended where for the free-standing lights.
 - a. Put the fixture details right after the photometric sheet.
 - i. Only Levels above 0 need to be shown on the photometric sheet.
- 24. All lighting must be on timer or photocell, must be concealed source and must be cut down to security level by 11 pm or within 1 hour of closing. Provide notes on the plan as necessary.

Landscape Plan

- 25. If 20 or more trees are required to be planted on a site, no more than 35 percent of the required trees must be of a single genus (Section 24-5304.B.2). Please provide calculation showing this is met.
 - a. A percentage of 35% of plantings on the site must be native species. Delineate which material is native and provide the calculation as necessary.
- 26. Foundation Plantings at 3 per 10' of road frontage is required for the new building.
- 27. The sign locations/relocations are not part of POD approval. We advise the applicant to contact the County Permit Center at 501-7280 with detailed sign information for further review.
- 28. Additional comments may be forthcoming comments from the other review agencies
- 29. See additional comments from other review agencies.

Please address these comments and the comments from the other review agencies and submit 9 sets of construction plans with the Plan of Development and Site Plan – Plans for Signature Final Construction Plans application for review. Should you have any questions concerning these comments, please contact me at gog@henrico.us or 804-501-5159.

Sincerely,

Christina L. Goggin, AICP
County Planner

Cc: Adam Beifield - HCPS - Dept. Of Construction and Maintenance