

COUNTY OF HENRICO  
VIRGINIA

INTER-OFFICE MEMORANDUM

To: Planning Office Subject: POD2023 – 00057: Waffle House at  
Henrico County Police Division, 2800 Old Pump Rd - Revised  
From: Community Services Unit Date: March 1, 2023

POD2023-00057

Zoning: B-3

- ☐ 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. **Please contact me ASAP to discuss the required CPTED Plan.** We need to get started on this soon. I will be your POC and will assist you through this process.
2. Lighting will play a big role in the site's safety. We will require exterior security cameras capturing all sides of the building. In order to provide necessary footage, lighting will be required on all sides of the building. The CPTED standard is 0.5 – 1.0 foot-candle around the building edge. Please provide additional lights on the northern and eastern sides of the building to light the entire building edge. The space between the building and the dumpster enclosure will also need a wall pack light on the building.
3. The CPTED Plan will cover all other comments.
4. Provide exact species, mature growth height of the "low evergreens" along Church Road. These need to be very low lying shrubs so visibility into and out of the site is not impaired.

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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

