

COMMONWEALTH OF VIRGINIA  
**COUNTY OF HENRICO**



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

March 9, 2023

Diamond Hotel LLC  
Attn: Mayush Mehta  
8008 W. Broad Street  
Henrico, VA 23294

Ratchet Designs, LLC  
Attn: Cecil McNair, Jr. PE  
7119 Stafford Park Drive  
Moseley, VA 23120

RE:     POD2023-00077  
          POD2022-00508  
          Quality Inn Building Improvements  
          **Construction Plan**  
          Review Comments I

Sir/Madame:

The Planning Department has completed its review of the above-referenced plans, received February 23, 2023, and has the following comments:

❖ **Planning Department Comments** – The following Planning comments must be addressed prior to final approval of construction plans:

1. CPTED Plan is currently under review. Once the Division of Police can recommend approval, the Director of Planning will review and grant approval or request revisions.
2. Thank you for submitting the landscape plan with the lighting, as I asked for. Please provide a separate sheet for the landscape plan, showing the entirety of the site with the lighting poles. This should be a separate sheet, detailing:
  - a) How were the foundation plantings calculated? I did not see clarification on page C9 as indicated in the response to comments letter. It should be 3 shrubs per 10' of building frontage facing right of way. (Section 24-5309)
    - These should be located along the building perimeter public facing right-of-ways, a maximum of 5 feet from the building if there is no sidewalk between the planting area and the building or a maximum of 15 feet from the building if there is a sidewalk.
  - b) All of the landscaping shown on the previously approved landscaping plan must be accounted for and shown on the landscaping plan.
    - All landscaping that has been removed/missing must be replaced/relocated elsewhere on site if the original location is not suitable.
  - c) All landscaping proposed to be removed with this plan, need to be located elsewhere on the site.

- The new locations for the plantings that are proposed to be removed for this project need to be shown. It should also be indicated that these plantings are the relocated/replaced plantings due to this project and/or were missing from the previous approved landscaping plan.
  - Provide a count and detail of plantings being moved from their current location for this project. (e.g. 4 evergreen shrubs; 3 deciduous trees..)
  - d) Provide the perimeter landscaping formula for the portion of the parcel along Shrader Road and the proposed location of the plantings. As you noted there is not enough room to place them along the frontage where the parking spaces are, however, these required plantings must be located on the property, preferably near Shrader Road.
    - There appears to be a decent amount of space at the entrances and the northern property line that could provide acceptable locations for these planting.
  - e) Provide a planting schedule for all proposed planting and include how many of them are Native species. All plantings should meet the standards set forth in Section 24-5304.
3. C0.0
- a) Site Data:
    - 10E: As the required is less than the provided, please remove the calculation and leave the note "Approved Prior to New Code"
    - 12A: break down into existing, addition, and the total square footage. The total provide appears to be the grand total.
4. C1.1
- a) The retaining wall material and/or color should match the primary building material. Please confirm.
  - b) Provide the material and color for the fence that tops the retaining wall.
  - c) Provide detail for the ramp railings.
  - d) Confirm that the fence will screen the HVAC/mechanical equipment.
  - e) The retaining wall should meet standards of Section 24-5407.
5. C9.0
- a) All pedestrian walkways must be lit to an average of 3-6 foot candles.
    - The proposed sidewalk on Shrader must be shown and lit appropriately.
    - Show the new sidewalk leading up to the addition.

❖ See additional comments from other review agencies.

You may contact me at 804-501-4604 and smi120@henrico.us if you need any additional information.

Sincerely,

*Kristin Smith*

**Kristin Smith**  
County Planner