



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

COMMONWEALTH OF VIRGINIA  
**COUNTY OF HENRICO**

May 22, 2023

Ms. Anne W. Tignor, P.E.  
Youngblood, Tyler and Associates, P.C.  
7309 Hanover Green Drive  
Mechanicsville, VA 23111

RE: Sadler Square Sections 2 & 3  
POD2023-00107 & SUB2023-00031  
POD & Plat Comments

Dear Ms. Tignor:

The Planning Department has completed its review of the referenced plans submitted May 8, 2023, and has the following comments:

1. Provide the POD number in the RE in the upper right hand side of the plans so it can be read when rolled. Another number will be assigned at construction plan submittal and will also need to be added.
2. Provide the POD approval letter and the final subdivision approval letters on the approvals sheet when they become necessary.
3. Revise the information from 2 A & B to sections 2 & 3 respectively.
4. For site data note 5G, provide the density for sections 1-3 to show that they meet the proffered density.
5. Provide a typical lot layout showing that the driveway is minimum 9 x 18' (with setbacks) and driveway material labeled.
6. Provide a tree protection plan to identify trees removed and trees protected in accordance with Section 24-5313, and be advised of provisions related to removal, and provision for mitigation if protected trees are removed this is along Glasgow Road, 25' from the edge of future r-o-w.
7. Any trees to be removed during construction must be identified with tree protection and demolition plans. Additional tree removal after approval of the construction plan will be subject to mitigation provisions of Section 24-5313.F, and/or an additional subsequent tree removal permit application, fee, and review to revise the tree protection plan.
8. Label the width of Section 2's narrow Common Area strip.
9. Provide temporary construction easements as necessary for the construction of the road adjacent to lot section 3, Block B, Lots 1 & 11.
10. Identify on the Erosion and sediment control plans the anticipated location of any necessary construction or office trailers that will be needed during construction. If this is not included, a separate temporary use permit application will be required in the future, which can be avoided

if addressed with this plan. Staff advises this be shown conceptually in a location that will suit your client to avoid incurring additional cost and delay of construction.

11. Provide the mail kiosk construction details within the plan. There must be 1 parking space per 30 units and the area must be lit.
  - a. Show the mail kiosk and ADA access details within the plan.
  - b. The area will need to be lit in compliance with the lighting ordinance.
12. Sign locations 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.

#### **Lighting Plan Comments**

13. Provide a revised lighting plan that provides between 0.5 to 2.0 footcandles for all sidewalks and pedestrian paths.
  - a. Staff advises a 7' pole light at the end of the driveway that is hardwired and dusk to dawn photo sensitive to light the sidewalks and 15' community lights can be provided as necessary to fill in the lighting gaps.
  - b. Provide the 7' pole and fixture detail within the plan.

#### **Landscape Plan Comments:**

1. A new zoning ordinance was adopted September 1, 2021, that added native species and plant diversity requirements:
  - c. 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.
  - d. A minimum of 35 percent of all plantings on a site must be native species (Section 24-5304.A.2). Provide calculations as necessary.
  - e. The submitted landscaping plan does not consider the 13,500 square feet canopy deficiency according to site data note 13.

#### **Plat Comments**

1. Revise the information from 2 A & B to sections 2 & 3 respectively.
2. Provide temporary construction easements as necessary for the construction of the road adjacent to lot section 3, Block B, Lots 1 & 11.
3. See the Comments from Real Property and Planning concerning the plat check.

***Staff cannot recommend approval of the plan as submitted as the lighting plan does not meet minimum levels. A revised lighting plan needs to be submitted for review. Notice letters putting the case on the June agenda will be mailed 6/7 for the 6/21 agenda.***

A. Tignor  
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Please address these comments and the comments from the other review agencies and submit 9 sets of construction plans with the Plan of Development- Plans for signature marked first submission. Should you have any questions concerning this letter, please contact me at [gog@henrico.us](mailto:gog@henrico.us) or 804-501-5159.

Sincerely,

Christina L. Goggin, AICP  
County Planner

Cc: MS Richmond Investor, LLC