

COMMONWEALTH OF VIRGINIA  
**COUNTY OF HENRICO**



May 23, 2023

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

Walutes Development Two, LLC  
Attn: Maurice Naylor IV  
5301 Masons Lane  
Richmond, VA 23230

Walutes Capital, LLC  
Attn: Maurice Naylor IV  
5301 Masons Lane  
Richmond, VA 23230

Sekiv Solutions  
Attn: Stig Owens  
14207 Pond Chase Place  
Midlothian, VA 23113

RE:     POD2023-00111  
          The Hillside  
          **Site Plan**  
          Original Plan Review Comments II

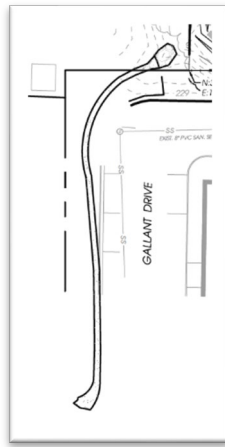
Sir/Madame:

The Planning Department has completed its review of the above-referenced plans, received **May 15, 2023** and has the following comments:

- ❖ **Site Plan Approval:** The following items must be addressed prior to approval of the plan:
  1. There appears to be proposed work on the Nottingham Green Apartments. Please provide a letter from the owner/representative agreeing to the work (clearing/grading). This needs to be provided by the close of business on **June 2<sup>nd</sup>**.
  2. There also appears to be work done on the veterinary hospital parcel, GPIN 750-746-1820. As this was not mentioned before, at this time we will just need email confirmation that developer/owner has been working with the property owners and they are aware/agreeable to the work proposed. Please provide this asap, no later than **June 2<sup>nd</sup>**. Prior to construction plan approval, however, we will need a letter signed by them as well.
- ❖ **Planning Department Comments** – The following Planning comments must be addressed prior to final approval of construction plans:
  1. General
    - A. A joint access and maintenance agreement between the adjacent veterinary hospital parcel (750-746-1820), O-1C parcel (750-746-3104), and the R-6C parcel (750-746-3624) must be recorded prior to building permit C/O. Please acknowledge.
    - B. While the landscape plan also notes it is a tree protection plan, I could not find anything regarding tree protection. A tree protection plan needs to be provided per Section 24-5313. This is typically provided as a separate sheet or with the Erosion and Sediment

Control Plans. If there are no trees that fit the criteria of being protected, please note that on the plan sheet.

- C. In response to the previous comments regarding exterior materials of the apartments, if elevations are changed after the Director approval, they may need to be re-reviewed by the Director.
- D. Due to the type of plan submittal, a separate landscape plan submittal will be required after construction plan approval.
  - i. The conceptual landscape plan should be removed prior to submitting construction plans.
- E. The ditch on the Nottingham Green Apartment and single-family parcel to the south is **bolded on every page**. It appears to be existing, is any work being proposed to it?



2. C-001

A. Site Data:

- i. 10b – The waiver for the required recreational vehicles parking has been received. Once the Director reviews the request, a determination will be made whether the waiver is acceptable or not.
- ii. 10E – What does the 324 sf represent?
- iii. Provide open space calculations for the O-1C and R-6C parcels, respectively, on the cover page. You have provided this formula on sheet C-104, but we need it on the cover page.

3. C-003

- A. Confirm the material for the fence will be Trex as previous discussed in the Staff/Developer meetings. Currently, it is noted as Trex or Vinyl.
- B. Please add color for the retaining wall and Trex fence for the diagram.
  - i. Confirm these colors will be the same for all locations of the retaining walls and all fences.

4. C-102

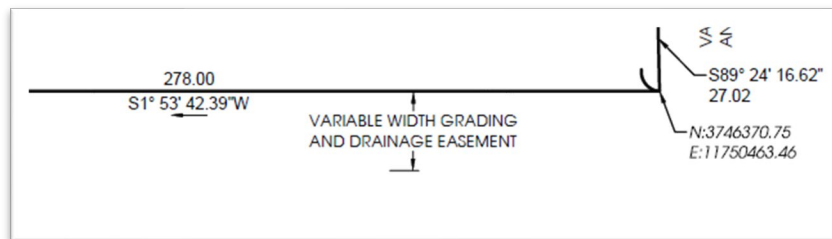
- A. Label the bold lines clearly. What are they indicating?

5. C-104

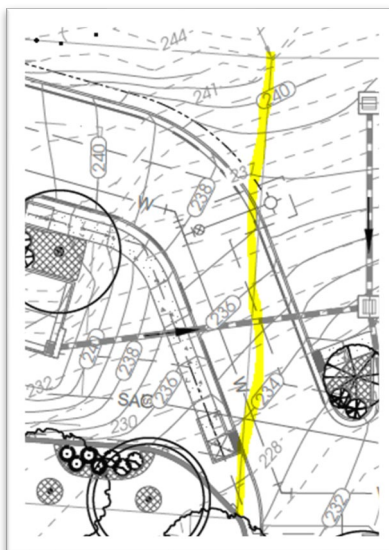
- A. Include a setback to from the closest points of the property lines to the decks on the Uphill units.
- B. Please identify where the HVAC units will be located. These will be required to be screened per Section 24-4306. Instead of showing each individual hvac unit in its location, a “typical” diagram could be provided showing the typical location of a hvac unit and the screening to be provided. Per Section 24-4306C.1, each unit is required to be screened from view at the property lines at ground level. Screening must consist of

material used in the principal building's front façade or other materials approved by the Planning Director to allow the screened area to blend in with its surroundings, supplemented with landscaping.

- C. Provide widths of proffered and transitional buffers.
  - D. The parking lot numbers need to be updated to 12 regular parking spaces in front of the Upperhill units and 20 regular spaces in front of the Downhill units.
  - E. A landscaped island must be provided in front of the Lower Hill units as they now exceed 19 (Section 24-5312D.2)
6. C-105
- A. Label existing sewer easement with deed book and page number.
7. C-108
- A. Either remove the "Variable Width Join Access and Maintenance Easement" or note that it is private and to be recorded under separate cover.
  - B. The "Variable Width Grading and Drainage Easement" on the Nottingham Green Apartment parcel needs to be shown in its entirety.



8. 502
- A. Label height of dumpster enclosure.
9. L-101
- A. (Repeat Comment) Proffer 7 for the O-1C parcel requires a planting screen on the northern line of the **O-1C** property. Demonstrate how this will be fulfilled, if it will be by existing natural vegetation, note that. The area to the east of the access road will need to be accounted for as well.



- B. Provide width of proffered and transitional buffers.

- C. On the planting schedule, indicate which proposed plantings are native and provide the percentage of proposed native landscaping.
- D. Transitional Buffers:
  - i. All transitional buffers need to be recalculated as it appears landscaping is missing. Please agree to work this out at the time of landscape plan review.
  - ii. All transitional buffers need to be recalculated as it appears landscaping is missing. When calculating the required plantings, if a decimal is involved the number is rounded up to the next whole number. For the transitional buffer reduction calculations, the whole number from the original required planting calculation is used to determine the reduction. If that results in a number with a decimal point, it is rounded up to the next whole number.  
For example:  
For a planting calculation  $168' / 100 = 1.68 \times 5 \text{ trees} = 8.4$  this round up to 9 trees.  
If a 30% reduction needs to be calculated  $9 \times .3 = 2.7$  tree reduction;  $9 - 2.7 = 6.3$  This would be round up to 7 trees.
    - o For the O-1C proffered buffer, a reduction would only be applicable for the location of the fence. This needs to be recalculated by separating the calculations for the fenced and non-fenced area.
  - iii. Please calculate the proffered buffer plantings at its property line length of 171', not 168'.
- E. Note that the landscaping on the northern property line is existing natural landscaping per Proffer 3. Additionally, Proffers 3 and 4 state that supplemental plantings should be planted between the fence and the Pemberton Townhomes.
  - i. Add a note onto the plan that supplemental plantings may be required but that this would be determined at the time of Landscape Plan review.
- F. The parking lot island must be landscaped per Section 24-5312D.2 A landscaped island must be provided for the parking spaces in front of the Downhill Units.

10. Lighting Plan

- A. Consideration should be made to lighting the drive aisle between the apartment parking spaces, as there are some areas that fall beneath 1.0 foot candle.
- B. Consideration should also be made to providing lighting for the sidewalk and access drive to Quioccasin.
- C. (Repeat Comment) Table 5503 B Maximum Illumination Levels must be met between O-1C and R-6C parcels.

❖ See additional comments from other review agencies.

The requested documentation must be received by **June 2, 2023**, in order to be considered prior to preparation of the Director's Agenda. You may contact me at 804-501-4604 and smi120@henrico.us if you need any additional information prior to the meeting.

Sincerely,

*Kristin Smith*

**Kristin Smith**  
County Planner