

COMMONWEALTH OF VIRGINIA  
**COUNTY OF HENRICO**



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

June 12, 2023

Mr. Marshall Agee, P.E.  
VHB  
115 South 15<sup>th</sup> Street – Suite 200  
Richmond, VA 23219

RE:     POD2023-00206  
          Helios  
          5701 Chamberlayne Road  
          POD Plan Review

Sir:

The Planning Department has completed its review of the above-referenced plans, received May 24, 2023, and has the following comments:

1. Per condition 10 of the PUP, at the time of POD review, the applicant must indicate how electricity generated by the solar arrays on site will be used to offset utility costs for residents of the property. This needs to be submitted prior to the Director's approval.
2. The plan must be revised to show proper stacking and turnaround for the proposed Chamberlayne Road gated entrance per Traffic's comments prior to Director's approval.
3. Verify that the apartment elevations meet the 30% minimum are brick or stone prior to Director's approval.
4. Per PUP condition 14, prior to construction plan approval, the applicant must submit a final decommissioning plan that describes the timeline and manner in which the ground solar array will be decommissioned, and the property restored to a condition similar to current condition.
5. Provide the POD number in the RE: on the upper right-hand corner of the plan so it can be read when rolled. Another number will be assigned upon the next full submittal after POD and that number will also need to be included.
6. The Director's approval letter will need to be included in the plan when it is available.
7. Provide the project name - Helios on the title page. Indicate lighting plans are included.
8. For site data note 1, CHESAPEAKE VETERANS HOME LLC and ASHLEY TERRACE REALTY LLC are the property owners.
9. Add the GPIN for the solar panel parcel to site data note 3.
10. For site data note 5 provide the individual project areas.
11. Add the PUP to site data note 8E. Add the PUP signed approval letter to the approvals page.
  - a. Replace the proffers in the plan with the signed approval letter.
12. For site data note 10E the interior canopy is parking lot canopy. It's the square feet of the parking spaces without the drive aisles x .05 =?
13. Add the clubhouse info to site data note 13.
14. Site data note 14 the gross area come out to be 8.2 acres...Is that the residential portion?
  - a. Check the building footprint, I calculate just under 20,000 square feet and the number happens to match the area for 1 of the buildings.

- b. The parking area that can be deducted is literally just the parking spaces. Does not include the drive aisles.
  - c. Then you take the total and multiply it by 15% to determine your minimum canopy requirement.
  - d. Provide density calculations on the coversheet.
15. Provide the 15% open space calculation. Buffers and amenity areas count towards the open space requirement but not landscape islands.
16. Provide the hours of construction (proffer 9) & that all new utilities will be underground (code) including the solar array (PUP condition 13).
17. Provide the hours of dumpster service and parking lot cleaning on the coversheet (proffer 12).
18. Provide a note on the coversheet that construction access will only be from Chamberlayne Road (Proffer 18).
19. Provide the zoning category for the adjacent properties as necessary.
20. Clarify that the site is accessed from Chamberlayne Road (access) and not Chamberlayne Road (rt 301) on sheets as necessary.
21. The staff is getting some more information on proffer 16b and if that applies north of the proposed entrance of Crenshaw Road.
22. 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 may 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.
23. 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. The area in reference is the front yard of the project or 35' from the Chamberlayne Road ultimate edge of right-of-way.
  - a. Any trees to be removed during construction must be identified with tree protection and demolition plans and replaced as required. The replacement trees are 4" caliper minimum and need to be shown on the landscaping plan.
  - b. Show tree save on the east of the diversion dyke/ north of the basin for protected tree save.
24. Show minimum and proposed setbacks as necessary but especially sheets 5.01 & 5.02. There aren't any distances on the layout plan....The following are a minimum and additional information may need to be submitted upon next review.
  - a. Label the distances of the buildings to the sidewalks, dimension the amenity green space, label the distance from the northern, southern, and eastern property/ project lines to the parking spaces, provide the distance from the fences to the property lines (Fences over 42" must be 15' from the r-o-w), label the required transitional buffer widths to show compliance with PUP condition 9, length and width of proposed solar equipment rows and proposed distance from the property lines. The distance from the southern property line to the Chamberlayne Road entrance (12.5' distance is required).
  - b. Show the location of the future bus stop (Proffer 6).
25. Clarify how the solar property will be accessed for maintenance? Is a gravel driveway proposed or will it be paved?
26. Provide the building dimensions on the plan as necessary.
  - a. Remove the words foundation remnants from plans that indicate a post demo state.
27. Provide pedestrian access into the site from the public sidewalks along Chamberlayne.
28. Provide 1 – 12 x 25 loading space.
29. Bike parking is required at 1 space per 40 units. Show the calculations and location of the bike storage.
30. Provide the details for the security gates.
31. Provide the location and screening method of the HVAC/ mechanical equipment.

32. Provide the screening methods for the water and gas meters.
33. Dumpster enclosures are to be a minimum of 8' tall with opaque gates. The sides of the dumpster screen are to be architectural masonry to match the building. Provide the details within the plans.
34. Staff cannot locate the different fencing details proposed within the plan.
35. Location of solar array storage batteries and other associated equipment not shown on plans.
36. 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.
37. See additional comments (attached) from other review agencies.

Landscape plan comments:

1. 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 specific information showing this is met.
2. A minimum of 35 percent of all plantings on a site must be native species (Section 24-5304.A.2). Provide calculations as necessary.
3. Parking areas that don't have a transitional buffer and are not next to R-O-W must provide 2 - 2.5" caliper trees every 100' linear feet. Adjacent to R-O-W required 2.5 - 2.5" caliper trees per 100 linear feet.
4. Evergreen shrubs at least 24" in height with a mature height of at least 36" planted 3.5' on center except where greater distance is necessary to accommodate the 2 or 2.5 trees per 100' (per requirement)
5. Clarify what the disturbed areas are going to be covered with. Sod or seeding?
6. The landscape plan will need to be removed from the construction plan prior to signature.

Lighting plan comments:

1. Add 2 more light poles for the western sidewalk....1 at each end for light as necessary.
2. There are sidewalks into the buildings that show 0 footcandles and 1 footcandle minimum is required.
3. Are there any lights proposed on the buildings? If so, add the footcandles and details in the plan.
4. The parking lot lighting needs to be adjusted to meet the zoning ordinance with a minimum of 1 max 3 footcandle. Currently the average is greater than the maximum light levels permitted.
5. Which lights are the S2 lights?
6. Label the V3\_D and V4F lights and the remainder can be the V3 lights.

Traffic comments concerning the entrances must be addressed prior to a recommendation of approval by the Director of Planning. Staff reports and revised plans are due 6/19 for the 6/21 agenda distribution. If that deadline cannot be met, staff recommends that the applicant defer the case to the 7/23 agenda to allow time to address the issues. Plans for signature may not be submitted until technical memos have been received from all review agencies. You may contact me at 804-501-5159 or [gog@henrico.us](mailto:gog@henrico.us) if you need any additional information prior to the meeting.

Sincerely,

Christina L. Goggin, AICP  
County Planner

Cc: Spyrock Retail Estate Group