

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO



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

July 17, 2023

Jane M. DuFrane
Highwoods Realty Limited Partnership
4501 Highwoods Parkway, Suite 400
Glen Allen, VA 23060

Edward L. Glass, P.E.
HG Design Studio
5701 Grove Avenue
Richmond, VA 23226

RE: POD2023-00188
 Innsbrook North End – Public Roadway
 Plans
 Original Plan Review Comments
 First Submission

Sir/Madame:

The Planning Department has completed its review of the above-referenced Original Plan, received ~~June 9,~~ 2023, and has the following comments:

❖ **POD Approval: The following items must be addressed prior to approval of the POD:**

1. Provide evidence of Architectural Review Board (ARC) approval for the work shown within the UMU District with this POD submittal in accordance with Proffer No. 2.
2. Provide streetscape within the UMU zoned areas consistent with streetscape provide with Phase 1 along the extended portion of Lake Brook Drive. Existing trees may be counted toward the street tree requirement if spacing standards are met (i.e. no less than 25' feet and no more than 40' feet on-center.) See example streetscapes on pages 13-15 and in Amendment No. 1 of the UMU Guidelines to specify a streetscape which does not conflict with existing conditions of street trees, parking, private utilities, etc.
3. Parking lot screening must be provided along areas of existing parking on parcels 750-768-8514 and 750-768-4929. A row of evergreen shrubs may be provided to meet this requirement.
4. Within the UMU District zoned area, provide lighting fixtures which match the pedestrian scale decorative fixtures provided with Phase 1. Provide a revised lighting plan which incorporates:
 - a. A photometric plan which illustrates footcandles. Street lighting must maintain an average 0.5 to 1.5 footcandles. Provide average footcandle level so this requirement can be verified. Please separate photometric plan from streetscape and landscape plan.
 - b. Streetscape/pedestrian lighting limited to no more than 14' feet, as detailed on Page 14 of the Guidelines within UMU zoned area. No other lighting fixtures shall exceed 20' feet in height, except no more than four lighting fixtures may extend to 35' feet in height at an intersection of a public or private street.

5. Pedestrian scale decorative fixtures are strongly recommended for sidewalk lighting adjacent to parcel 750-767-6154 to ensure continuity and aesthetic appeal at the entrance to the development.
6. Include overall master plan showing all phases of the infrastructure improvements. Include connections to existing Innsbrook trail network so the overall plan can serve as the pedestrian connection plan.
7. Complete streetscapes along Nuckols Road must be provided when development shown on the concept plan approved with REZ2021-00026 is submitted for County review and approval.

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

1. Include case no. POD2023-00188 in the upper right-hand corner of all plan sheets.
2. Include proffers of REZ2021-00026 and PUP2021-00010 in the plans.
3. On the Cover Sheet:
 - a. Under Site Data, No. 1, include Northland Associates and River City Petroleum as owners. Include owner name, contact info, and address.
 - b. Under Site Data, include total acreage and area of improvements associated with this submission. Include area within existing right-of-way and proposed right-of-way.
4. See additional comments from other review agencies.

Revised plans and a written response to review comments must be received by Friday, August 4, 2023, in order to be considered prior to preparation of the August Director's Agenda. Sincerely,



Spencer A. Norman
County Planner

pc: Highwoods Realty Limited Partnership – Attn: Mr. Jeffrey W. Emerson