

COMMONWEALTH OF VIRGINIA  
**COUNTY OF HENRICO**



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

July 31, 2023

Sauer Properties, Inc.  
Marshall French  
2000 W Broad Street, Suite 100  
Richmond VA 23220

Monte Lewis, P.E.  
E. D. Lewis & Associates, P.C.  
2116 Spencer Road  
Richmond VA 23230

RE:     POD2023-00255  
          Sauer Industrial Center, Phase 3,  
          Building A  
          Original Plan Review Comments  
          First Submission

Sir/Madame:

The Planning Department has completed its review of the above-referenced plans, received July 10, 2023, and has the following comments:

❖ **Director's Approval: The following items must be addressed prior to approval of the plan:**

1. In lieu of DPW Traffic's requirement to construct public sidewalk, provide a revised layout illustrating sidewalk and road centerlines. The layout should show whether sidewalk will be entirely or only partially within the public right-of-way. Public sidewalks must also be lit in accordance with Sec. 24-5503.
2. Provide HVAC locations and screening details per Sec. 24-5311.
3. Provide screening via an opaque wall or fence of the loading dock area per Sec. 24-5311.
4. Please advise the status of the request to vacate the portion of Miller Road adjacent to this development.

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

1. Retitle plan to *"Sauer Industrial Center, Phase 3, Building A."*
2. Include master case no. POD2023-00255 in the upper right-hand corner of all plan sheets.
3. Confirm if any property lines will be revised with this POD submittal.
4. On the Cover Sheet:
  - Under Site Data, No. 7, specify proposed use per Code.
  - Under Site Data, No. 10, provide required based on proposed use.
  - Under Site Data, No. 12, include proposed building height.
  - Under Site Data, No. 13, parking area must be based on area of proposed parking spaces (i.e. 208 spaces x 162 sf).

- Under Site Data, No. 13, provide proposed tree canopy area or indicate area will be provided with landscape plan submission.
- 5. Include proffers of REZ2021-00032 in the plan set.
- 6. On the EC-Phase 1, Sheet EC-1:
  - Provide tree protection fencing around the tree save area along Seven Hills Boulevard.
- 7. On the Layout Plan, Sheet L-2:
  - Graphically show and label the proffered 75' building setback.
  - If sidewalk along Seven Hills Boulevard is required by Public Works, provide a sidewalk connection to the subject site.
- 8. Include dumpster enclosure details.
- 9. On the Lighting Plans:
  - Provide footcandle averages for sidewalks and loading bays in addition to parking lots.
  - Footcandle averages for sidewalks must be between 1 and 3 footcandles. No sidewalk area should be illuminated by less than 0.5 footcandles.
  - Provide a note stating all proposed fixtures are full cut-off and zero tilt fixture types.
  - Incorporate lighting plan into subsequent construction plan submissions.
- 10. On the Landscape Plan:
  - No more than 35% percent of required trees may be of a single genus.
  - A minimum of two (2) shrubs every 10 feet is required along the building frontage facing Seven Hills Boulevard per Sec. 24-5309.
  - Provide parking lot landscaping per Sec. 24-5312.
  - Omit landscape plan from future submissions of the construction plan and please submit separately once curb and gutter have been installed.

❖ See additional comments from other review agencies.

The above comments may be revised based upon discussions at the staff developer conference, scheduled for August 3, 2023, at 9:00 a.m.

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 Director's agenda.

You may contact me at 804-501-4626 and [nor020@henrico.us](mailto:nor020@henrico.us) if you need any additional information prior to the meeting.

Sincerely,



Spencer A. Norman  
County Planner

pc: Sauer Properties, Inc. – Attn: Mr. Marshall French