



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

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO

August 7, 2023

Mr. Stig Owens. P.E.
Sekiv Solutions
14207 Pond Chase Place
Midlothian, VA 23113

RE: Meadow Creek Subdivision
POD2023-00259
SUB2023 -00076
POD and Plat Review Comments

Dear Mr. Owens:

The Planning Department has completed its review of the referenced plans submitted July 19, 2023, and has the following comments:

1. The site is currently under application for proffer amendments. The POD cannot be heard until the proffers have been adopted or withdrawn. Please apply to table to case to November 2023 per the case's current schedule.
 - a. Revises construction plans and plats can be submitted prior to Director's approval in anticipation for construction plan approval.
 - b. If those are approved, those proffers will also need to be in site data note 7C and Included within the plans.
2. Please switch the coversheet to the POD coversheet. The subdivision coversheet was used.
3. Please provide the POD number in the upper right-hand corner of the plan so it can be read when rolled. Another number will be assigned upon construction plan submission and that number will also need to be added.
4. Provide the acreage of flood plain in note 4.
5. Provide the proffered hours of construction on the coversheet.
6. Provide a note on the coversheet that all utilities will be underground.
7. 15% canopy coverage is required for the site. You can subtract the building footprint, parking in front of the garage, right-of-way dedication and areas underwater.
8. 20% open space is required for the site. Provide the calculation on the coversheet.
9. Any trees to be removed during construction must be identified with the tree protection and demolition plans.
 - a. Provide this note on the sheet showing the trees to be removed within the 35' setback from the ultimate r-o-w:

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.

10. Provide a table of lot area and width.
 - a. There appears to be special flood hazard area on lots 14 & 15. Provide the area outside of the flood plain and required 40' setback.
11. Show the correct setback on lot 14 from the special flood hazard area.
12. Provide the sidewalk on Hawkridge Court and Meadowrise Lane cul-de-sacs.
 - a. Continue lighting for the sidewalks.
13. The proposed drainage easement thru the front of lot 33 may create spacing issues for the required trees. Adjust as necessary.
14. The owner/ developer will need to quit claim their interests in the 30' road on the western property line. The adjacent neighbor should be contacted to see if they would be willing to quitclaim their interest in the road so it can be completely vacated.
15. The front setback for lots 9 & 26 is 25'. Adjust as necessary.
 - a. It's not required to provide the distance in between the lots if all the front setbacks are provided for the cul-de-sac and lots adjacent to the cul-de-sac lots, which is where/ how we measure the distances.
16. The proffered amenities per the rezoning need to be shown in detail within the plans.
 - a. Asphalt for access to pocket park or other common areas is preferred due to durability and long-term maintenance costs.
17. 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.
18. Use orange construction safety fence for areas that are going to be cleared to the buffer (rear of lots 6-8 and 25-47).
19. What is the dashed line to the east of lot 38 and lots 24-33?
20. Show the locations of proffered entrance features. Construction details can be within this plan or the landscape plan.
21. 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.

Landscape Plan Comments:

22. The landscape plan will need to be removed from the construction plans prior to signature but staff will provide comments in anticipation of submittal:
 - a. Move the trees from within the utility strip within the row to the lots.
 - b. Provide a 'typical' of a few lots together with driveways and utilities showing the location of the proposed trees and spacing with the proffered sod and irrigation details.
 - c. What's up with the missing trees on lots 1, 2 & 45?

- i. 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.
- ii. A minimum of 35 percent of all plantings on a site must be native species (Section 24-5304.A.2). Provide calculations as necessary.

Lighting Plan Comments:

23. What do the circles around the lights symbolize? Is it a specific footcandle level?
24. Provide a pole detail that specifies the proposed pole heights.
25. Why is sidewalk 3's max greater than the other sidewalks? The max is 2 footcandles unless there is an explanation for the proposed higher level.

Plat Comments:

26. See the comments from the Planning and Real Property review.
27. Revised plats address the shown special flood hazard area on lots 32 & 33.
28. Provide the special flood hazard area on the coversheet with the notes.
29. Provide the deed book and page number for the quitclaim for the 30' access easement on the western property line.
30. Buffers do not need to be shown on plats.
31. There appears to be special flood hazard area on lots 14 & 15. Provide the area outside of the flood plain.
32. Remove the finger of special flood hazard area from lots 32 and 33 and resubmit for final approval.
33. Plats should be submitted for a tech check once construction plans are signed.

Please address these comments and the comments from the other review agencies and submit 9 sets of construction plans with the POD application indication it is a second submittal before Director's approval. If approval is granted prior to resubmittal of construction plans, submit 9 sets of plans with the POD - Plans for Signature application marked for first submission. Plats should be submitted for a tech check once construction plans are signed. Should you have any questions concerning this letter, please contact me at gog@henrico.us or 804-501-5159.

Sincerely,

Christina L. Goggin, AICP
County Planner

CC: Meadow Developments, LLC