

COMMONWEALTH OF VIRGINIA  
**COUNTY OF HENRICO**



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

August 14, 2023

Angelo Carreras  
15274 West Fork Drive  
Glen Allen, VA 23059

VHB  
Attn: Edward L. Glass PE  
115 South 15<sup>th</sup> Street Suite 200  
Richmond, VA 23219

RE:     POD2023-00319  
Coastal Construction Contractor Yard  
Concept Plan Review Comments

Sir/Madame:

The Planning Department has completed its review of the above-referenced Concept Plan, received July 27, 2023, and has the following comments:

1. The plans submitted electronically do not match the hard copy plans submitted – this review is based on the hard copy plans.
  - a. For future submissions, both the electronic plans and the hard copy plans must be the same in order to review properly.
2. Representative's address on the application is misspelled, correct on future submissions.
3. Aerial photos of the site show an area of encroachment to the east in the City of Richmond. Provide documentation that the City has allowed this activity.
4. No layout plan was provided in the plan set. A layout plan must be provided in order to review and approve a site plan application.
  - a. Provide a layout plan of the entire site.
  - b. Show and dimension all setbacks pertaining to this site.
5. Contractor services, such as storage yards are subject to Section 24-4328.A of the Zoning Ordinance:
  - a. Areas used for outdoor storage of materials and equipment must be screened from view from the right-of-way in the M-2 districts (24-4328.A.1)
  - b. All contractor fleet or service vehicles must be stored in a designated parking area that is either screened in accordance with Sec. 24-5311, Screening, and landscaped in accordance with Sec. 24-5312, Parking Lot Landscaping. If the designated parking area is adjacent to a Conservation, Agricultural, or Residential District, it must be screened from view by a fence or wall that meets the standards of Article 5, Division 4, Fences and Walls, which may be applied toward the requirements of a Transitional Buffer (see Sec. 24-5310, Transitional Buffers).(24-4328.A.3)

- c. Off street parking requirements for Contractor Services are 2.0 per 1000 square feet (Table 5110: Minimum Number of Off-Street Parking Spaces) in addition to spaces for service vehicles.
- d. Parking areas for contractor service vehicles must be screened by opaque walls or fences of approved materials or design or as approved on an Alternative Landscaping Plan (Sec 24-5303.B)(24-5311.B.3)
- e. Required tree canopy cover for M-2 districts is 10% (Sec 24-5308 and Table 5308A: Tree Cover Requirements)
- 6. Describe the purpose of the existing buildings.
  - a. Will existing buildings be retained?
  - b. Are any employees working on the site? If so, rest room facilities and parking must be provided based on parking calculations (Section 24-5105 and Table 5110: Minimum Number of Off-Street Parking Spaces)
  - c. What primary activity is occurring in the building?
- 7. A landscape plan will be required after site plan approval. (Sec 24-5301)
- 8. See additional comments from other review agencies.

The above comments may be revised based upon discussions at the staff developer conference, scheduled for August 17, 2023, at 10:00AM. You may contact me at 804-501-5323 and chi061@henrico.us if you need any additional information prior to the meeting.

Sincerely,

A handwritten signature in blue ink that reads "Salim Chishti, ASLA".

Salim Chishti, ASLA  
County Planner II

pc: Brickyard Properties LLC, 15274 West Fork Drive, Glen Allen, VA 23059