

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO



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

August 11, 2023

Union Tower LLC
481 Carlisle Drive
Herndon, VA 20170

Koontz Bryant Johnson Williams
Attn: Simon Mueller
1703 N. Parham Road
Henrico, VA 23229

RE: POD2023-00256
 Dunkin' at Tower Plaza
 Site Plan – Original Plan Review
 Second Submission

Sir/Madame:

The Planning Department has completed its review of the above-referenced plans, received July 26, 2023 and has the following comments:

- ❖ **Planning Department Comments** – The following Planning comments must be addressed prior to final approval of construction plans:
 1. The owner of the shopping center, Union Tower LLC, has signed the application for POD2023-00256 and the Transfer of Approval (TOA) application of POD-024-89. The outstanding TOA items must be resolved before final approval of construction plans.
 2. Please be advised, per Sec. 24-5304.A.2. a minimum of 35 percent of all plantings must be native species. Identify native and non-native species in the plant materials schedule when submitting the landscape plan for review.
- ❖ See additional comments from other review agencies.

Once the Site Plan has been approved by the Director of Planning, please resubmit 9 sets of plans to the Permit Center with the Plans for Signature – Final Construction Plans Application.

Please contact me at 804-501-5486 or bla55@henrico.us if you need any additional information.

Sincerely,

Lisa Blankinship
County Planner

pc: Union Tower, LLC