

COMMONWEALTH OF VIRGINIA  
**COUNTY OF HENRICO**

August 29, 2023



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

Northstar Academy  
Crystal Trent  
11501 Nuckols Road  
Glen Allen VA 23059

Youngblood, Tyler & Associates, P.C.  
Anne Tignor, P.E.  
7309 Hanover Green Drive  
Mechanicsville VA 23111

RE:     POD2022-00347  
          POD2022-00433  
          Northstar Academy, Phase I – Track  
          Addition  
          Minor Site Plan Review Comments

Sir/Madame:

The Planning Department has completed its review of the above-referenced plans, received August 29, 2023, and has the following comments:

1. Include case no. POD2023-00347 in the upper right-hand corner of all plan sheets. Omit case no. POD2023-00594.
2. On the Cover Sheet, Sheet 1:
  - a) Update Sheet Index to only reference sheets included in this submittal.
  - b) Revise title to *"Northstar Academy, Phase I – Track Addition."*
  - c) Under Site Data, No. 7, update proposed use as *"Accessory Track Addition."*
  - d) Under Site Data, No. 12, list existing square footage as 33940 sf.
3. Include approval letter for POD2022-00433 and proffers of C-30C-89.
4. See additional written comments from other review agencies.

The Planning Department has not yet received comments from all other agencies. Upon receipt of all review comments, Planning will notify you of the appropriate action for resubmission of plans.

Sincerely,

Spencer A. Norman  
County Planner

pc:     Northstar Academy – Attn: Crystal Trent