



R.J. Emerson, Jr., AICP  
Director of Planning  
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COMMONWEALTH OF VIRGINIA  
**COUNTY OF HENRICO**

September 4, 2023

Mr. Brad Schurman, P.E.  
Balzer and Associates  
15871 City View Dr., Suite 200  
Midlothian, VA 23113

RE: The Crossings at Mulberry, Section 1  
POD2023-00352/ SUB2023-00120  
POD, Preliminary Plan and Final Plat  
Review Comments

Dear Mr. Schurman:

The Planning Department has completed its review of the referenced plans submitted August 17, 2023, and has the following comments:

1. Please provide the POD number in the RE on the upper right-hand side of the plan so it can be read when rolled. Another number will be assigned at construction plan submittal and that will also need to be added.
2. Add and lighting plan to the plan title.
3. Provide the Preliminary subdivision approval letter in the plans.
  - a. The POD approval and the final subdivision approval letters will need to be added when they become available.
4. Add conditional/ preliminary subdivision number to site data note 8G.
5. For Site data note 10 B. The parking requirement is 2.1 parking spaces per unit. Revise as necessary including note 10A.
  - a. Staff counts 38 not 43 lot parking spaces.
6. For site data note 10E, tree canopy is also required for parallel parking spaces. Revise as necessary.
7. In site data note 14, provide total number/ type of units proposed in section 1. How many 2 & 3 story are proposed.
8. Clarify to staff the area that the 39,145 sqft of existing canopy/ tree save is within section 1. If not that amount, how much is retained in section 1?
9. Provide open space calculations. 20% is required. BMPs need to be specifically designed as an amenity if that is to count towards open space.
10. Provide the proffered hours of construction on the cover sheet. The hours on the cover aren't the correct hours.

11. It appears that more clearing is proposed than necessary for section 1. Revise clearing and grading as necessary to what is required for section 1 especially adjacent to the existing residential properties.
12. Provide a tree protection plan to identify trees removed and trees protected in accordance with Section 24-5313, and be advised of provisions related to removal, and provision for mitigation if protected trees are removed.
  - a. Any trees to be removed during construction must be identified with tree protection and demolition plans. 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.
  - b. Show the trees within the 50' front yard setback from Chamberlayne Ave. (35' front yard + 15' MTP setback)
  - c. Show the trees over 6" within the 35' front yard setback from Wilmer Ave. These must be replaced with a 4" caliper trees.
13. Show the location of a temporary/ work trailer on the E&S plan. If not approved with the POD, it will require a Temp Use Permit prior to approval of a construction trailer.
14. Per 24-5106 C. Adequate and safe pedestrian access by a walkway protected by a curb separation and elevation from the street grade must be provided to connect parking areas and the primary pedestrian entrances to the uses served by the parking.
  - a. Provide sidewalks as necessary up the west side of blocks, A, B, C, K, L, M, N and along the front Block K.
  - b. Bump outs at the ends of parallel street parking need to be raised for landscaping & delineation from the drive aisle.
  - c. Label the width of the private roads with parking on them.
15. Adjust the phase line to provide to 10' setback required from blocks C, D, K, L, M & N.
  - a. The plats will also need to be adjusted to meet the setback prior to final plat approval.
  - b. The front yard setback for blocks I and J is 50'. (35' front yard + 15' MTP setback). Adjust as necessary.
  - c. There is a 10' setback from lot 65 in block J to the overall boundary line.
  - d. Each end unit must have a side yard a minimum of ten feet in width. Each end unit on the street side of a corner lot must have a total building setback of 20 feet from the private drive or parking area. Look at lots 37, 38, 54, 55, 72, 77, & 82 will need to be revised as necessary.
  - e. Provide a '3 lot typical' for each housing style proposed. 1 side needs to show the 20' building setback/ 10' side yard, the middle lot and another 'interior' end lot with just the 10' side yard and 10' setback from prop line/ other block.
    - i. Label the driveway length exclusive of sidewalk to show that it is 18'.
16. Provide the distance from the front lot line to the edge of proposed garage for lots 1-24.
17. The location of the mail kiosk needs to be shown as well as a detail of the gang box in the construction plans.

18. Show the location of the proffered dog park in the plan depending on what section it's in and provide the construction details and amenities like water, poop trash cans fencing and gate details.

Architecture Comments:

1. Interior walls between townhouse units shall be constructed with a combination of building materials and construction techniques to provide a minimum sound Transmission Coefficient (STC) of 54. The owner or developer shall submit construction details, with an architect's or engineer's seal, demonstrating that construction will provide the proffered STC.

Landscape Plan Comments:

- a. A conceptual landscape plan should have been included with the POD application that shows all proffered buffers and required landscaping.
  - i. The required parking lot and drive aisle landscaping isn't shown.
  - ii. A lot typical should be provided to address proffer 22 – foundation plantings.
- b. Stormwater retention or detention ponds when not developed as a site amenity in accordance with Article 5, Division 2, Required Open Space must be screened by opaque walls or fences of approved materials and design, or as approved on an Alternative Landscaping Plan.
- c. 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 calculations showing this is met.
- d. A percentage of 35% of plantings on the site must be native species. Delineate which material is native and provide the calculation as necessary.

Lighting Plan Comments:

- a. Staff cannot recommend approval of the lighting plan especially with the proposal of utilizing solar powered fixtures as shown in the paper plan. Police also have the same concern.
- b. Provide info clarifying the proposed parking lot light in the electronic submittal is night sky compliant.
  - i. The plan is missing photometrics that show that the parking lot spaces, the Chamberlayne Ave. sidewalk and the future asphalt path along Wilmer Ave. are between 1-3 footcandle and all pedestrian paths/ sidewalks on site are between, .5 - 2 footcandles.
- c. All streetlights must be located inside full cut-off fixtures mounted on non-corrosive poles served by underground wiring.
- d. The streetlight pole must have a concrete base; direct embedded construction is prohibited.
- e. Maybe the proposed individual post lights could be utilized for blocks, I, J, M and N's pedestrian path lighting if the lights are hardwired and cannot be cut off. Same with

- other blocks with front load garages. A hardwired pole light may be bright enough to provide the lighting coverage necessary.
- f. Light poles are limited to 15' tall. Provide pole details for all lights within the plan set.

19. Additional comments pending submission of a revised plan.

#### Preliminary Plan

1. See the plat comments from the other review agencies.
2. Staff cannot recommend approval until the plan is revised to meet required setbacks.
  - a. Revise the plan to reflect the setbacks as required in comment 15 a-d.
3. Provide a '3 lot typical' for each housing style proposed. 1 side needs to show the 20' building setback/ 10' side yard, the middle lot and another 'interior' end lot with just the 10' side yard and 10' setback from prop line/ other block.
  - a. For front load units, label the driveway length exclusive of sidewalk to show that it is 18'

#### Final Plat

1. Staff cannot grant final approval of the plats submitted with the POD as setbacks are not met from project and property lines. It is advised that a technical check is submitted once Preliminary Approval is granted so Final Approval can be granted and again once the construction plans are approved.

Planning cannot take the Preliminary Plan or the POD forward to the Director for approval until more dimensions/ details for setbacks are provided and minimum lighting requirements are met. Notices for this section will be put in the mail September 6<sup>th</sup> and there is a 100\$ deferral fee each month the plans are not ready.

Staff recommends that the applicant table the case until the October Director's agenda to allow time for a revised POD to be submitted for review to enable staff to recommend approval. The revised POD would be submitted with the POD application with resubmittal prior to Director's approval in the note section.

Once you receive the Director's approval, please address these comments and the comments from the other review agencies and submit 9 sets of construction plans for review with the Plan of Development and site plan - Plans for signature Final construction plan application marked for first submittal. Should you have any questions concerning this letter, please contact me at [gog@henrico.us](mailto:gog@henrico.us) or 804-501-5159.

Sincerely,

Christina L. Goggin, AICP  
County Planner

CC: Julia F. Robins Family Ltd, Et al  
RDK Land Holdings, LLC