

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO



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

September 11, 2023

L-C Corporation
7 Hampton Ln
Bluffton, SC 29910

Silvercore
Attn: Jodi Mills
7110 Forest Avenue Suite 204
Richmond, VA 23226

RE: POD2023-00351
 Richmond Ford West Service Bay
 Expansion
 Site Plan and Lighting Plan -
 Original Plan Review Comments

Sir/Madame:

The Planning Department has completed its review of the above-referenced plans, received August 21, 2023, and has the following comments:

❖ **Planning Department Comments** – The following Planning comments must be addressed prior to final approval of construction plans:

1. This plan will be reviewed as a Site Plan and Lighting Plan.
2. Label “POD2023-00531” in the upper right corner of all sheets so it can be read when the plans are rolled.
3. Cover Sheet:
 - Use April 5, 2023 revised cover sheet (<https://henrico.us/works/engineering-environmental-services/>) - links at the bottom of this web page)
 - #3 – correct second GPIN – should be 749-760-0500.
 - #4 – show address for both parcels.
 - #5 – show acreage for both parcels.
 - #5 – does the disturbed area include both the proposed addition and the new drive between the parcels?
 - #6 – correct zoning – should be B-3 and B-3C.
 - #8
 - A. POD-137-87
 - C. C-14C-87, C-6C-02, REZ2017-00033
 - #10
 - A. Correct existing parking spaces as per Layout Sheets 3 and 3A.
 - D. Accessible spaces are not indicated on the Layout Sheets.
4. Floor Plans – is the floor plan in the existing portion of the building being built or is that existing? If it is existing screen the plan so it does not show as bold as the new floor plan elements. If it is

- new then the square footage of new office space and meeting room space needs to be calculated and the parking calculations on the cover sheet need to reflect the new uses.
5. Is there a cross access agreement between the two parcels? If there is, provide a copy in the next submission. If not then either a new cross access agreement needs to be submitted with the next submission or the property line can be removed as part of the POD.
 6. Additional planning comments may be generated upon receipt of comments from other agencies and subsequent reviews.

❖ **See additional comments from other review agencies.**

The above comments may be revised based upon discussions at the staff developer conference, scheduled for September 14, 2023 at 1:00PM.

Revised plans and a written response to review comments must be received, and plans recommended for approval by October 21, 2023, or a written request for extension of review time must be received by that date, providing a specific timeframe in which the outstanding items will be addressed.

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". The signature is fluid and cursive, with the initials "ASLA" written in a slightly different style at the end.

Salim Chishti, ASLA
County Planner II