

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO



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

September 11, 2023

Jane M. DuFrane
Highwoods Realty Limited Partnership
4501 Highwoods Parkway, Suite 400
Glen Allen, VA 23060

Edward L. Glass, P.E.
HG Design Studio
5701 Grove Avenue
Richmond, VA 23226

RE: POD2023-00188
 Innsbrook North End – Public Roadway
 Plans
 Original Plan Review Comments
 Second Submission

Sir/Madame:

The Planning Department has completed its review of the above-referenced Original Plan, received August 18, 2023, and has the following comments:

- ❖ **Planning Department Comments** – The following Planning comments must be addressed prior to final approval of construction plans:
1. Include case no. POD2023-00188 vertically in the upper right-hand corner of all plan sheets so that the case number can be read when the plans are rolled up.
 2. On the Cover Sheet:
 - a. Amend title to read, *“Innsbrook North End – Public Roadway, Streetscape and Lighting Plans.”*
 - b. Under Site Data, No. 1, include owner name and contact info for Northland Associates and River City Petroleum.
 - c. Under Site Data, include total area (i.e. square footage) of improvements associated with this submission. Include area within existing right-of-way and proposed right-of-way.
 3. On the E&S Control Plan, Phase I, Sheets R6.01-6.04:
 - a. Provide tree protection fencing around trees along Lake Brook Drive which will be preserved for future streetscape. Include a tree protection detail which illustrates type and height of fencing. Amend sequence of construction to state tree protection measures will be installed before pre-construction meeting.
 - b. If a temporary construction trailer will be utilized, graphically show and label location. If trailers are not shown on the construction plans, Sec. 24-4510 requires approval of a Temporary Use Permit by the Board of Zoning Appeals (BZA) prior to placement of a trailer onsite.
 4. On the Landscape, Lighting, Streetscape and Pedestrian Connection Plan, Sheets L1.01-2.10:
 - a. Include the photometric plan within the streetscape plan.

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- b. Provide average footcandles to illustrate required average of 0.5 to 1.5 footcandles for streetscapes.
 - c. Include pole mounting details for all fixture types proposed and dimension light fixture heights.
 - d. Include a note stating all light fixtures are full cut-off and zero tilt fixture types.
5. See additional comments from other review agencies.

Should you have any questions concerning the Planning comments or need additional information, please contact me at 804-501-4626 and nor020@henrico.us.

Sincerely,



Spencer A. Norman
County Planner

pc: Highwoods Realty Limited Partnership – Attn: Mr. Jeffrey W. Emerson