



DEPARTMENT OF PUBLIC UTILITIES  
(804) 501-4517

COMMONWEALTH OF VIRGINIA  
COUNTY OF HENRICO

## INTER-OFFICE MEMORANDUM

**TO:** Salim Chisti, Planning  
**FROM:** Alice Thompson, Public Utilities  
**SUBJECT:** RRFG Expansion, POD2023-00381, 6207 Settler Rd  
**DATE:** September 15, 2023

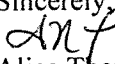
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We have reviewed a concept plan for the referenced project submitted to the Planning Office on August 29, 2023. This concept plan includes construction of a 3,609sf addition along with a 228sf building beside it. Our comments are intended to provide guidance for requirements for design and construction of the water and sewer service that will be provided by the County systems. Construction plans for water and sewer shall be designed in accordance with DPU Standards. The levels of detail provided in the following comments are based on the amount of detail provided on the plan.

**General:**

1. Construction Plans submitted for review need to be sealed and signed by a Professional Engineer or a Land Surveyor B.
2. The extent of water and sewer requirements cannot be determined for the parcel until complete construction plans that include a separate Utility Plan Sheet (Water and Sewer Plan) have been submitted.
3. Fire protection requirements cannot be determined for this project at this time. ISO calculations have not been provided with this plan. The need for fire hydrants and hydrant locations will be determined after ISO calculations have been provided and reviewed.
4. Provide Henrico County DPU Meter Sizing Form (F-8) to determine what size meter will adequately serve the proposed building.
5. Submit a Notice of Intent to Discharge Form (NOI) to DPU. A monitoring manhole will be required for this project.
6. Will the 228sf building connect to County water and sewer?
7. Agreements for water and sewer service will be required for this project.
8. Show all existing utility easements and provide the DB & PG number of the existing easements. If the easements have not been recorded, then the easements will need to be recorded with this project.
9. Is there an existing backflow preventer on the fire system?

If you have any questions, please call me at 501-4508 or John Yi at 501-4511.

Sincerely,  
  
Alice Thompson  
Utilities Engineer

cc: Derrick Johnson, Timmons Group  
bc: Ralph Claytor  
Marchelle Sossong  
ANT/vr