

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO



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

September 25, 2023

Catholic Diocese of Richmond
8250 Woodman Road
Henrico, VA 23228

Sekiv Solutions
Attn: Stig Owens
14207 Pond Chase Place
Midlothian, VA 23113

RE: POD2023-00395
Our Lady of Lourdes Catholic Church
Gymnasium and Classroom Addition
Site Plan – Construction Plan Review
Comments

Sir/Madame:

The Planning Department has completed its review of the above-referenced plans, received September 7, 2023, and has the following comments:

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

1. The site is zoned R-3 One-Family Districts.
 - Setbacks – front and rear yard setbacks are shown. However, the interior side yard setbacks of 25 feet (on the norther property line of parcel 776-754-8470 and the southern property line of parcel 776-755-7733) are not shown.
 - Show interior side yard setbacks from existing and proposed future building and enlarged BMP to the closest interior property lines on sheets C-101 and C-107.
2. On the cover sheet, remove “landscape” from the title of the plan. A separate landscape plan should be submitted.
3. As a reminder, please refer to the following conditions as noted in the Director of Planning’s approval letter of the site plan and lighting plan dated August 23, 2023:
 - Item #6 - The easements for drainage and utilities as shown on the approved plans must be granted to the County in a form acceptable to the County Attorney prior to any occupancy permits being issued. The easement plats and any other required information must be submitted to the County Real Property Agent as least sixty (60) days prior to requesting occupancy permits.
 - Item #9 - A detailed landscaping plan must be submitted to the Department of Planning for review and approval prior to the issuance of any occupancy permit.

- Item #17 - Prior to issuance of a certificate of occupancy for any building in this development, the engineer of record must certify that the site has been graded in accordance with the approved grading plans.
 - Item #19 - Construction may not proceed for this Plan of Development until the Public Works drainage improvement project addressing drainage concerns north of the site is completed, as determined by the Director of Public Works.
4. Additional comments may be necessary pending comments from other 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.

Should you have any questions concerning the Planning comments or need additional information, please contact me at 804-501-5486 and bla55@henrico.us.

Sincerely,

Lisa Blankinship
County Planner

pc: Catholic Diocese of Richmond