



DEPARTMENT OF PUBLIC UTILITIES  
(804) 501-4517

COMMONWEALTH OF VIRGINIA  
COUNTY OF HENRICO

## INTER-OFFICE MEMORANDUM

**TO:** Aimee Crady, Planning  
**FROM:** Alice Thompson, Public Utilities  
**SUBJECT:** Jackson Davis Elementary School Replacement, POD2023-00432  
**DATE:** October 11, 2023

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We have reviewed a concept plan for the referenced project submitted to the Planning Office on September 22, 2023. This concept plan includes construction of a new school building on the current elementary school site. 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. DPU has evaluated the downstream sanitary sewer and has identified one section of 8" sewer between MH-258SW029 and MH258SW027 (near Pemberton Rd) that may exceed capacity if the project connects to the sanitary sewer in Haviland Dr. A sanitary sewer analysis will be required to determine the full extent of upgrades needed to the existing sewer to serve this development. The developer will be required to make any needed improvements.
6. Based on the existing manhole inverts, the sanitary sewer does not have adequate depth to extend the sanitary sewer to serve the elementary school. Please review the below options available:
  - a. Existing sewers in Nesselwood Dr (between 197NE026 and 197NE028) could be replaced at depths that would allow services to serve the school.
  - b. Existing sewers in Haviland Dr (between 197NE007 and 197NE024) could be replaced at depths that would allow services to serve the school.
7. A hydraulic water model is required for the proposed water system. DPU has evaluated the water system design and determined there is not adequate pressure in the existing water system to meet fire and domestic demands. Upgrades to the existing water system will be required to serve the school.
8. All utilities that will not be utilized with this project will need to be abandoned with this project.
9. Submit a Notice of Intent to Discharge Form (NOI) to DPU. A monitoring manhole will be required for this project.
10. Sanitary sewer flow should be combined and go through the monitoring manhole.
11. Agreements for water and sewer service will be required for this project.

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

Sincerely,

A handwritten signature in black ink, appearing to read 'ATP' or similar, written in a cursive style.

Alice Thompson  
Utilities Engineer

cc: Jason Mullins, PE, Timmons Group

bc: Marchelle Sossong  
Ralph Claytor  
Daniel Ivy

ANT/djm