



COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO

DEPARTMENT OF PUBLIC UTILITIES
(804) 501-4517

INTER-OFFICE MEMORANDUM

TO: Tony Greulich, Planning

FROM: Marchelle Sossong, Public Utilities

SUBJECT: Parkside Townes

DATE: November 8, 2023

We have reviewed the construction plans directly submitted to the Department of Public Utilities on November 3, 2023. All technical requirements of DPU have been satisfied. We recommend that Final Construction Plans be submitted to the Planning Department for signature. After the Planning office signs the 14 sets of plans, please deliver the 14 sets of plans to Public Utilities for plan signature.

Water and Sewer Agreements that must be executed by the Owner and the County prior to the utility pre-construction meeting and authorization to proceed with construction of County water and sewer improvements, prior to approval of building permits and prior to subdivision plat approval **have not** been executed.

The required Utility Pre-Construction Meeting will not be scheduled, nor will the Authorization to Proceed with utility construction be granted, until the Final Construction Plans are signed, and the Water and Sewer Agreements have been executed. The required Utility Pre-construction Meeting may NOT be scheduled jointly with the Public Works Pre-construction Meeting unless agreements are executed prior to such meeting.

Marchelle Sossong, P.E.
DPU Design Division Director

cc: Steven Worthington, PE, IMEG-Christopher Consultants
Craig Shelton, HHHunt Communities
Abigail Rogers, Young Men's Christian Association of Greater Richmond

bc: Mike Aust, DPW
Daniel Ivy
Aimee Crady, Planning

JLC/djm

PUBLIC UTILITIES APPROVAL REQUIRED