

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO



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

November 13, 2023

Townes Site Engineering
Attn: Drew Ward
1 Park West Circle, Suite #108
Midlothian, VA 23114

RE: POD2023-00476
Park N' Go Phase IV - Expanded
Concept Plan Review Comments

Sir/Madame:

The Planning Department has completed its review of the above-referenced Concept Plan, received **October 25, 2023**, and has the following comments:

1. Change title of project to "Park N' Go Phase IV – Expanded" to match with county records.
2. Provide an overall plan showing all four phases, connections to road system, and information for all surrounding parcels.
3. Provide a plan at a scale which shows the entire area to be developed, it's connection to Williamsburg Road, and the A-1 district portion of the site.
4. Show the zoning district lines.
5. A transitional buffer 50 is required between the parking lot and the R-3 district parcels.
6. Parking is allowed by right in M-1 and B-3 districts and is regulated by Section 24-4320. Commercial Uses: Parking of the Henrico County Zoning Ordinance.
 - a. Repair, servicing, washing, or display of vehicles is not allowed.
7. A conceptual landscape plan will be required with the next submission showing all transitional buffer plantings and tree save.
 - a. Section 24-5312 applies to this project. All interior and perimeter landscape requirements must be met.
 - b. All tree planting requirements must be met.
 - c. The landscape plan must include the entire site and bring the plantings up to the plans that were previously approved.
8. A lighting plan must be submitted with the Site Plan set.
9. Provide details of all fences and gates.
10. Provide evidence that VDOT has approved the entrance from Williamsburg Road to be converted from an access road to a two way drive aisle.
11. See additional comments from other review agencies.

After incorporating these comments, a formal Submittal of a plan can be made. The procedure for this is changing as of November 14, 2023 and the details will be available at that time. When you are ready to submit please get in touch with our process expeditors – either Kate McMillion or Kristen Smith as to how to proceed with submitting under the new procedure.

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The above comments may be revised based upon discussions at the staff developer conference, scheduled for **11/16/23** at **1PM**. You may contact me at 804-501-5323 or by email at chi061@henrico.us if you need any additional information prior to the meeting.

Sincerely,

A handwritten signature in blue ink that reads "Salim Chishti, ASLA". The signature is written in a cursive, flowing style.

Salim Chishti, ASLA
County Planner II

PC – Park N’ Gow of Virginia LLC