



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: Virginia Center Commons Hotels and Restaurants (POD2023-00273)

DATE: December 15, 2023

We have reviewed the construction plans directly submitted to the Department of Public Utilities on November 30, 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 authorization to proceed with construction of County water and sewer improvements **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: Simon Mueller, PE, KBJW
Jay Shah, VCC Hotel LLC
Brian McNeal, Shamin VCC LLC & VCC Partners LLC

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

JLC/vr

PUBLIC UTILITIES APPROVAL REQUIRED