



# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF TRANSPORTATION

RICHMOND DISTRICT

2430 Pine Forest Drive

COLONIAL HEIGHTS, VA 23834

[www.VDOT.Virginia.gov](http://www.VDOT.Virginia.gov)

**Stephen C. Brich, P.E.**  
COMMISSIONER

December 22, 2023

County of Henrico  
Department of Planning and Zoning  
P.O. Box 90775  
Henrico, VA 23273  
Attn.: Spencer Norman

Re: POD2023-00297 & SUB2023-00097 –Seven Hills Commerce Park Volumes I and II

Mr. Norman,

The Department of Transportation, Ashland Residency Transportation and Land Use Section has reviewed the above referenced plans as submitted by RK&K, dated November 1, 2023 and find the following;

1. Please clarify if the Right of way shown on Airport Road is limited access, in which case additional requirements may apply.
2. The plan shows proposed Right of Way (R/W) dedication along Airport Road which is a primary. Dedication along primary highways requires a process through the Richmond District Right of Way as outlined below. R/W shall be recorded prior to plan approval.
  - a. Provide a copy of the plat.
  - b. Provide a confirmation of ownership.
  - c. Richmond District R/W will forward the plat to the Environmental Division for clearance.
  - d. A Deed of Gift and Donation Document will need to be completed by the landowner/representative. Contact R/W for the typical form.
  - e. VDOT will review the Deed of Gift and Donation Document to verify proper signatures have been obtained.
  - f. Once a final review of all documents is completed, the document will be recorded.

Please copy the Residency on transmittals to keep projects and records up to date. Recordation should be completed prior to plan approval.

The contact at R/W VDOT Richmond District is below:



**Elizabeth S. Ingram**  
*Prog Admin Specialist/ Right of Way*  
Virginia Department of Transportation  
804-418-0073  
[elizabeth.ingram@VDOT.Virginia.gov](mailto:elizabeth.ingram@VDOT.Virginia.gov)

3. *Repeat:* Provide the most up to date Standard Richmond District VDOT Land Use notes on the plans (1-36).
4. *Repeat:* Provide a WP-2 detail on the plans.
5. Ensure all work along Airport Road referenced VDOT standards for sidewalks, ramps, and other structures and not Henrico County.
6. Appendix B(1) calls for a minimum of 1' of grading behind the sidewalk at a maximum slope of 2.0%, yet 3:1 is called out. Label it on the typical sections. Revise.
7. Ensure the manhole in the vicinity of structure R1C is outside of the sidewalk.
8. Ensure the detectable warning surface ramps at the sidewalk align with the crosswalk for Airport Road.
9. *Repeat:* Any structures that take VDOT drainage outside the VDOT Right of Way (R/W) require a public drainage easement with private maintenance.
10. The outlet for the Wet Pond #RA does not appear to have a receiving channel in the R/W along Airport Drive. Clarify or revise if there is a channel or provide a mechanism to sheet flow.
11. As a principal arterial, the design storm for Airport Road is a 50-year event. Demonstrate adequacy for the 50-year at the outlet or a decrease of post development flows to predevelopment or below. A summary chart of hydrograph information would be helpful.
12. Per the Area Land Use Engineer the appropriate classification for this location (3) would require 0.7 foot candles at the R/W. There appear to be a few areas on the far side of the proposed Seven Hills Boulevard that are slightly over. Revise or call to discuss.

Please submit a response to VDOT's comments indicating where and how each was addressed with the resubmittal.

If further information is desired, please contact Kay Cabe at 804-585-3586.

A VDOT Land Use Permit will be required prior to any work within the right of way. The owner/developer must contact the Ashland Residency Transportation and Land Use Section at 804-585-3592 for information pertaining to this process.

Sincerely,

Adam J. Moore P.E.  
Area Land Use Engineer  
Ashland Residency