



VDOT Cover Sheet (Chapter 527) for Plan of Development / Subdivision Applications County of Henrico, Virginia

Department of Planning County of Henrico, Virginia, P.O. Box 90775, Henrico, Virginia 23273-0775** Phone 804-501-4602 Facsimile 804-501-4379
**Use P.O. Box for all mail. Street address is 4301 E. Parham Road, Henrico, Virginia 23228 for deliveries only.

1. Contact Information

Owner / Developer Name (if more than one owner, attach additional sheets *) :		Address:
Telephone:	Fax:	Email:
Engineer / Representative Name:		Address:
Telephone:	Fax:	Email:

2. Development Location

Location: <i>(Describe in relation to nearest intersection)</i>
Address: <i>(if applicable)</i>
Parcel Number (s) / GPIN (s):
Highway (s) Connected to the Site and distance to nearest state maintained road.

3. Proposal Summary

Development Name:		
Acreage:	Zoning District(s):	Zoning Case(s) #:
Case Description: (Include proposed Land Uses, acreage, maximum number of lots, maximum business square feet)		

4. Checklist (Items Required and Enclosed with Submission to VDOT.)

- Concept Plan** of the proposed development - **Five (5) copies**
- Proffered Conditions** that apply to proposed development - **Five (5) copies**
- Supplemental Traffic Analysis (STA)** as defined in 24-VAC-30-155-50-C – **Five (5) copies**
- VDOT Fees (Payable to: VDOT. Fee must be submitted directly to VDOT)**

A fee of \$500 (projects generating less than 100 vehicle trips per peak hour) or \$1,000 (projects generating more than 100 vehicle trips per peak hour) includes a first and second review. Fees for third or subsequent submissions for review are equal to the initial fee paid.

County Office Use Only		VDOT Use Only
Date & Time Received:	Application accepted by:	
DPW Traffic Engineer: Michael Jennings	Phone: # 501-4238	Email: jen06@co.henrico.va.us
Assigned Staff Planner:	Phone: #	Email: @co.henrico.va.us
		Received by (VDOT):
		Check # (VDOT fee):