



Application for **SPECIAL USE PERMIT**

Department of Planning and Development Review  
Land Use Administration Division  
900 E. Broad Street, Room 511  
Richmond, Virginia 23219  
(804) 646-6304

<http://www.richmondgov.com/>

Application is hereby submitted for: (check one)

- special use permit, new
- special use permit, plan amendment
- special use permit, text only amendment

**Project Name/Location**

Property Address: 1600 Westbrook Ct Date: Sept 2, 2021

Tax Map #: N0170156004 Fee: \$1,800

Total area of affected site in acres: 4.242

(See **page 6** for fee schedule, please make check payable to the "City of Richmond")

**Zoning**

Current Zoning: R-1

Existing Use: Retirement community

**Proposed Use**

(Please include a detailed description of the proposed use in the required applicant's report)

Retirement community

Existing Use: Retirement community

Is this property subject to any previous land use cases?

Yes

No

If Yes, please list the Ordinance Number: 2005-142-129

**Applicant/Contact Person:** Lory Markham

Company: Markham Planning LLC

Mailing Address: 23 West Broad Street, Suite 304

City: Richmond State: VA Zip Code: 23220

Telephone: (804) 248-2561 Fax: ( )

Email: lory@markhamplanning.com

**Property Owner:** WESTMINSTER CANTERBURY CORP

If Business Entity, name and title of authorized signer: Tom Henning - Director Construction Management

(The person or persons executing or attesting the execution of this Application on behalf of the Company certifies that he or she has or have been duly authorized and empowered to so execute or attest.)

Mailing Address: 1600 Westbrook Ave

City: Richmond State: VA Zip Code: 23227

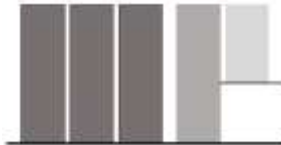
Telephone: (804) 264-6033 Fax: (804) 264-6095

Email: thenning@wcrichmond.org

**Property Owner Signature:** 

The names, addresses, telephone numbers and signatures of all owners of the property are required. Please attach additional sheets as needed. If a legal representative signs for a property owner, please attach an executed power of attorney. **Faxed or photocopied signatures will not be accepted.**

**NOTE:** Please attach the required plans, checklist, and a check for the application fee (see Filing Procedures for special use permits)



MARKHAM PLANNING

23 WEST BROAD STREET #304 · RICHMOND, VIRGINIA 23220

September 3, 2021

Kevin Vonck, Acting Director  
Department of Planning & Development Review  
900 East Broad Street, Suite 511  
Richmond, VA 23219  
kevin.vonck@richmondgov.com

Re: 1600 Westbrook Court (Westminster Canterbury) Special Use Permit Amendment

Dear Mr. Vonck,

Please accept this letter as the Applicant's Report for the Special Use Permit amendment application for the property located at 1600 Westbrook Court (PID: N0170156004). With this application, the property owner, Westminster Canterbury Corp, is petitioning City Council for a SUP amendment to allow for the construction of a garden area with accessory features, amenities, and buildings for the use of the residents. We believe that this proposal would allow Westminster Canterbury Retirement Community to provide a greater level of wellness opportunities for its residents.

### ***Existing Site Conditions***

The subject property is located along Westbrook Court and is part of the Westminster Canterbury Retirement Community. While the majority this facility is located in Henrico County, a portion of the facility is located along Westbrook Ave within the City including the 4.2-acre parcel that comprises the subject property.

The subject property is currently used as part of the parking area and landscaping buffer for the Westminster Canterbury Retirement Community. Westminster Canterbury is a 60-acre continuing care facility with approximately 900 residents. The facility has been operating at this current location since the early 1970's.

### ***Current Zoning***

The property is currently zoned R-1 Residential (Single Family), which allows for single family detached dwellings, institutional, community and worship facilities and other primary uses. The current use and configuration of the property is authorized by Special Use Permit last amended by Ord No 2005-148-129.

### ***Richmond 300 Master Plan for Future Land Use***

Richmond 300 designates the property for Residential land use. These areas are neighborhoods consisting primarily of single-family houses on large- or medium-sized lots more homogeneous in nature. Houses on medium-sized and large-sized lots in a largely auto-dependent environment. Homes are setback from the street. Future developments continue and/or introduce a gridded street pattern to increase connectivity. Future single-family housing, accessory dwelling units, duplexes, and small multi-family residential buildings are built to a scale and design that is consistent with existing buildings.

### ***Proposal***

Should this Special Use Permit be granted, a garden and amenity area called the Tower Green Garden would be constructed on the property consisting of individual raised garden beds for the uses of residents, a greenhouse, a gazebo, bocce/chess court, a fountain, and other open space amenities including turf areas, benches, and paved walkways. The Tower Green Garden will provide additional recreational and wellness opportunities for the residents of Westminster Canterbury by promoting outdoor activities, leisure, and exercise.

These amenities would be developed on landscaped areas currently used as a buffer for the existing parking area. Ord No 2005-148-129 authorizes the future construction of additional parking spaces in this area. In lieu of these potential additional parking spaces, this proposal devotes the entire area for the Tower Green Garden, and the current number of available parking spaces would remain the same. We believe that the proposal is consistent with previous special use permits that have been granted for the property and will substantially enhance the overall development of Westminster Canterbury.

### ***Neighborhood Communication***

In addition to notifying the residents of Westminster Canterbury of the proposal, we plan to contact property owners across Westbrook Ave early in the process to receive feedback and address concerns they may have.

### ***City Charter Conditions***

Because the proposed garden area and amenities will greatly enhance the wellness opportunities of the residents of Westminster Canterbury, we trust that you will agree with us that this proposed Special Use Permits meets the City Charter criteria for the granting of SUPs as the project will not

- (i) be detrimental to the safety, health, morals and general welfare of the community involved;
- (ii) tend to create congestion in streets, roads, alleys and other public ways and places in the area involved;
- (iii) create hazards from fire, panic or other dangers;
- (iv) tend to be overcrowding of land and cause an undue concentration of population;
- (v) adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements; or
- (vi) interfere with adequate light and air.

Thank you for your consideration of this Special Use Permit. Please feel free to contact me at [lory@markhamplanning.com](mailto:lory@markhamplanning.com) or (804) 248-2561 if you have any questions or require additional materials to process the application.

Very Truly Yours,

A handwritten signature in black ink, appearing to read "Lory Markham". The signature is written in a cursive style with a large initial "L" and "M".

Lory Markham

Enclosure: application form, existing survey, conceptual plans

cc: Matthew Ebinger, Secretary to the City Planning Commission  
The Honorable Ann-Frances Lambert, 3<sup>rd</sup> District Representative