



## CITY OF RICHMOND

### Department of Planning & Development Review *Staff Report*

**Ord. No. 2026-051:** To authorize the special use of the property known as 4021 Crutchfield Street for the purpose of a home occupation within an accessory structure, upon certain terms and conditions. (5th District)

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**To:** City Planning Commission  
**From:** Land Use Administration  
**Date:** March 17, 2026

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#### **PETITIONER**

Baker Development Resources

#### **LOCATION**

4021 Crutchfield Street

#### **PURPOSE**

The applicant requests to authorize construction of an accessory building for a personal service/physical therapy home occupation use. The City of Richmond Zoning Ordinance prohibits medical offices and clinics as home occupations (Sec. 30-694.1(7)). Additionally, the proposed use exceeds the maximum floor area for a home occupation located within an accessory structure. Therefore, a Special Use Permit is required to authorize this request.

#### **RECOMMENDATION**

Staff finds that the subject property is designated as Residential on the Future Land Use Map in the Richmond 300 Master Plan. The home occupation is limited to no more than four patients per day, with a maximum of 20 patients per week, as outlined in Richmond zoning code section 30-694.1 concerning home occupation regulations. This level of service would not cause significantly increased traffic or unnecessary noise, odor, fumes, or electrical interference, as all business will be conducted within the accessory building.

Staff concludes that the proposed ordinance conditions substantially satisfy the safeguards established in the City Charter concerning the granting of Special Use Permits. Specifically, staff finds that the proposed use would not be detrimental to the general welfare of the community involved and would not create congestion in the streets in the area involved.

Therefore, staff recommends approval of the Special Use Permit request.

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#### **FINDINGS OF FACT**

##### **Site Description**

The property is located in the Northrop neighborhood, along the northern line of Crutchfield Street, approximately one-tenth of a mile west of Roanoke Street. The property is 12,500 sq. ft. (.287 acre) and is currently improved with a single-family dwelling.

## **Proposed Use of the Property**

A medical office home occupation within an accessory building.

## **Master Plan**

The City's Richmond 300 Master Plan designates a future land use for the subject property as Residential, which is defined as a neighborhood consisting primarily of single-family houses on large- or medium-sized lots more homogeneous in nature.

Development Style: 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.

Ground Floor: Not applicable.

Mobility: Bicycle and pedestrian access are prioritized and accommodated. Low residential density means that it is not possible to provide frequent transit within these areas; however, frequent transit may be found at the edges of these areas within more intense future land use designations. Many homes have driveways and/or garages, which are located off an alley behind the home if an alley is present.

Intensity: Buildings are generally one to three stories. Lot sizes generally range up to 5,000 to 20,000+ sq. ft. Residential density of 2 to 10 housing units per acre.

Primary Uses: Single-family houses, accessory dwelling units, and open space.

Secondary Uses: Duplexes and small multi-family buildings (typically 3-10 units), institutional, and cultural. Secondary uses may be found along major streets (see Street Typologies Map).

## **Zoning and Ordinance Conditions**

The current zoning for this property is R-4 Single-Family residential. The following code is not met:

### Section 30-694.1 – Home occupation regulations

(2) Location. The home occupation shall be conducted within the dwelling unit or within a completely enclosed accessory building on the same property, provided that the home occupation use of an accessory building shall be permitted only when authorized by exception granted by the Board of Zoning Appeals pursuant to Section 30-1040.3. Use of an accessory building for motor vehicle parking or incidental storage of products or materials used in conjunction with a home occupation conducted within the dwelling unit shall not require an exception. There shall be no outside activity or outside storage of products or materials in conjunction with any home occupation.

*The proposed home occupation includes an outdoor wellness area to the rear.*

(3) Area. The home occupation, whether located in the dwelling unit or in an accessory building, shall not occupy an area greater than the equivalent of 25 percent of the enclosed and heated floor area of the dwelling unit or more than 500 square feet, whichever is less. Areas within enclosed buildings and used for parking of vehicles as may be required by Section 30-640.2 shall not be included in calculation of the area devoted to the home occupation.

*The collective square footage of the home occupation exceeds 500 square feet.*

(7) *Prohibited activities.* In conjunction with any home occupation, no product shall be offered for sale directly to customers on the premises, there shall be no housing of persons for compensation, and there shall be no repair of vehicles or internal combustion engines. The following uses or activities shall be prohibited as a home occupation: beauty salons, barber shops, manicure or pedicure services, massage therapy, medical or dental offices and clinics, catering businesses, kennels, veterinary clinics and similar uses or activities.

*The home occupation is proposed to be a physical therapy office.*

If approved, this special use permit would impose development conditions, including:

- The Special Use of the Property shall be as a home occupation within an accessory structure, substantially as shown on the Plans.
- The height of the Special Use shall not exceed one story, substantially as shown on the Plans.
- All building elevations and site improvements shall be substantially as shown on the Plans.
- All mechanical equipment serving the Property shall be located or screened so as not to be visible from any public right-of-way.
- The hours of operation for the Special Use shall be limited to between 8:00 a.m. and 6:00 p.m., Monday through Friday.
- Parking or storage of vehicles shall be subject to the limitations set forth in section 30-640.2 of the Code of the City of Richmond (2020), as amended, provided that no more than two vehicles used in conjunction with the Special Use shall be parked or stored on the Property either outside or inside a completely covered enclosed building.
- There shall be no process or activity conducted, or equipment operated that generates any noise, vibration, odor, smoke, fumes, glare or electrical interference discernable to the normal senses beyond the lot lines of the Property. The use or storage or both of hazardous materials of such type or in such quantities not normally permitted in a residential structure shall be prohibited.

### **Surrounding Area**

The surrounding area is within the same R-4 zoning district. Nearby properties are generally single-family detached dwellings.

### **Neighborhood Participation**

Staff notified the 4000 Crutchfield Civic Association and Swansboro West Civic Association, area residents and property owners. A sign was posted on the property. Staff has received a letter of support from the Swansboro West Civic Association.

**Staff Contact:** Madison Wilson, Planner, Land Use Administration, 804-646-7436