



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: 2003 Dinwiddie Ave. Richmond, VA 23223

Date: 01.11.22

Tax Map #: _____ Fee: \$300

Total area of affected site in acres: NA

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

Zoning

Current Zoning: R-5

Existing Use: Single-family residential district

Proposed Use

(Please include a detailed description of the proposed use in the required applicant's report)
2 bedrooms to be used as office space for Capital Counseling llc (providing community-based mental health services, licensed under DBHDS).

Existing Use: This permit application is for change of use only; no required work nor structural changes are to be done.

Is this property subject to any previous land use cases?

Yes

☐

No

☒

If Yes, please list the Ordinance Number: _____

Applicant/Contact Person: Katherine Jordan

Company: Capital Counseling llc

Mailing Address: 2003 Dinwiddie Ave

City: Richmond

State: VA

Zip Code: 23223

Telephone: (804) 334-1865

Fax: (804)

454.0781

Email: capitalcounselingllc@gmail.com

Property Owner: Jefferson Property mgmt LLC by Tammie Jefferson

If Business Entity, name and title of authorized signer: Owner

(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: 3818 noble Avenue Ste B

City: Richmond

State: VA

Zip Code: 23222

Telephone: (804) 257-7368

Fax: (804)

257-7369

Email: _____

Authentisign

Property Owner Signature:

Jefferson Property Management Co, LLC B Tammie Jefferson

01/14/22

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)

19 August 2022

Department of Planning and Development Review
Land Use Administration Division
900 E. Broad Street, Room 511
Richmond, Virginia 23219

re: 2003 Dinwiddie Ave – Special Use Permit

I. INTRODUCTION

Tommie Jefferson (“Applicant”), owners of 2003 Dinwiddie Ave (the “Property”) are applying for a special use permit to build affordable housing on the lots on each side of the property. The property is located on the southside of Richmond in the Manchester/Blackwell area. The property is zoned as R-6 Single Family Residential

II. PROPOSED DEVELOPMENT

The existing two unused lots are not keeping with the aesthetics of the neighborhood. We plan on adding affordable homes on the lots. Where the rent is not exceeded 36 percent of their monthly household income. Also one of the properties is a one level rancher style that is perfect for an old population. These homes will increase the home value in the area and generate the city more real estate tax revenue .

III. FACTORS IN SECTION 17.11 OF THE CHARTER AND SECTION 32.1-1050.1 OF THE ZONING ORDINANCE

A. Effect on Safety, Health, Morals and General Welfare of the Community.

The proposed changes will have a positive effect on the neighborhood by adding affordable houses in the neighborhood on the rise, it will have a positive effect on the neighborhood and property values.

B. Effect on the Streets, Roads, Alleys and Public Ways and Places.

The access to the proposed development would be unchanged from the existing conditions. The existing access easement to the adjacent property remains unchanged. There will be no adverse effect on the streets. As mentioned above, the change will be positive by increasing the availability of on street parking on Dinwiddie Avenue with rear parking

C. Effects on the Hazards from Fire, Panic and Other Dangers.

The access for emergency vehicles will be unchanged, therefore there will be no adverse effects.

D. Effect of Crowding of Land and Concentration of Population.

The proposed improvements will not change the density of the underlying zoning. The required setbacks and lot coverage for R-6 Zoning are as permitted by right in the proposed improvements.

E. Effect on Schools, Parks, Playgrounds, Water Supplies, Sewage Disposal, Transportation and Other Public Improvements.

The property is served by public water and sewer. The demands of the City services will not be affected as the property will remain for residential use.

F. Effect on Adequate Light and Air.

The proposed improvements will not adversely affect the light and air of the adjoining parcels.

IV. CONCLUSION

Permitting the proposed development is a win for the city.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Jefferson', with a stylized flourish at the end.

Tommie Jefferson,
Homeowner



2 March '22

Department of Planning and Development Review
Land and Use Administration Division, Room 511
City Hall, 900 East Broad St. RVA 23219

RE: 2003 Dinwiddie Ave. Special Use Permit Plan Amendment

I. INTRODUCTION

Katherine Jordan ("Applicant"), leaseholder at 2003 Dinwiddie Ave. (the "Property") is applying for a special use permit plan amendment to utilize two bedrooms as home-based office space. The applicant is the owner of Capital Counseling, llc, which is licensed under the Virginia Department of Behavioral Health and Developmental Services (DBHDS) and the Department of Medicaid Services (DMAS) as a community-based mental health provider. Capital Counseling llc provides intensive clinical services to adults and children with severe mental health diagnoses. All services are community-based. There will be no clients at the proposed home-office location. The client charts and clinical medical records will be stored in the proposed home-office, securely locked according to DBHDS policies and procedures.

In a 2nd notion, Tommie Jefferson, property owner ("owner"), is requesting to add an additional property on the surrounding lots, 2001 and 2005 Dinwiddie Avenue, respectfully.

II. PROPOSED DEVELOPMENT

The proposal requests to utilize two bedrooms, totaling approximately 200 square feet out of the available 1500+ available sq.ft. The remaining 1300 sq. ft. will remain residential space. There are no structural changes required within the proposal for this property.

Secondarily, the owner is requesting to build properties on Lot 6 and Lot 2, as illustrated within the survey plot. It is further requested to split the lots into separate TAX parcel #s.



III. FACTORS IN SECTIONS: 17.11 OF THE CHARTER + 32.1-1050.1 OF THE ZONING ORDINANCE

A. Effect on Safety, Health, Morals and General Welfare of the Community

The proposed changes will have a positive effect on the community. It is our mission and goal to continue to empower each individual on the journey to self-actualization through a holistic health paradigm. Capital Counseling currently provides multiple services, to include intensive in-home, mental health skill-building, mobile crisis response and community stabilization services. Due to the scope of the service, allowing Capital Counseling to operate in the home-based office will on the contrary improve the safety, health and general welfare of the community in whole.

The additional proposed homes will further improve the overall value of the property, as well as add additional residential space and increase tax dollars in the neighborhood.

B. Effect on the Streets, Roads, Alleys, Public Ways and Places

There will be no adverse effect on the streets, roads or public ways of the community. The two employees, the applicant and partner Ms. Latesha Anderson, reside at the property. The listed hours of operation will be Mon-Thu 10-3; by appointment only, however clients are not permitted to be at the home-office. Thus, there will be no concerns with congestion, vehicular traffic or any adverse effect or interference. There is additional parking available alongside the property on 20th street.

If needed, additional parking areas can be designated in the rear of each parcel upon building the proposed properties, as illustrated in the parking plot.

C. Effects on the Hazards from Fire, Panic + Other Dangers

The access for emergency vehicles will be unchanged, therefore there will be no adverse effects.

D. Effects on Crowding of Land and Concentration of Population

The proposed use of the home-based office space will not change the density of the underlying zoning; there are no structural changes required.

The building of properties on the two adjoining parcels and lot coverage for R-5 zoning are as permitted by right in the proposed improvements. The proposed spacing between properties is uniform with all other homes on Dinwiddie Ave.

E. Effect on Schools, Parks, Playgrounds, Water Supplies, Sewage Disposal, Transportation + Other Public Improvements

The proposed home-office space will use standard super trash cans; the property is served by public water and sewer. The demands of the city services will not be affected as the property will remain for residential use.

F. Effects on Adequate Light and Air

The proposed use of home-based office space will not adversely affect the light and air of the adjoining parcels, as there are no proposed structural changes.



IV. CONCLUSION

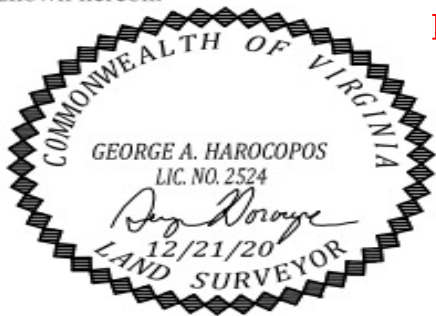
Capital Counseling, llc has been operating in Chesterfield county for 4+ years, while servicing clients in the greater Richmond area. The proposed home-based office space will allow for continued operation in the heart of the community we call home. We are most grateful to be in the position to provide therapeutic services to the individuals in need, in our community. We have been in communications with the neighborhood and the Blackwell Historic Association, all of whom are in favor of this proposal. Thank you for the opportunity to continue to do our work and to operate in our purpose.

Katherine Jordan; MS/QMHP
CEO
Capital Counseling llc
12530 Iron Bridge Rd. K
Chester, VA 23831
804.334.1865 (o) 804.454.0851 (f) 804.454.0781

This is to certify that on 12/21/20
I made an accurate field survey of the known premises
shown hereon; that all improvements known or visible
are shown hereon; that there are no encroachments by
improvements either from adjoining premises, or from
subject premises upon adjoining premises, other than
shown hereon.

NOTE: THIS LOT APPEARS
TO BE IN FEMA FLOOD ZONE
X AS SHOWN ON HUD
COMMUNITY PANEL NUMBERS
5101290039E

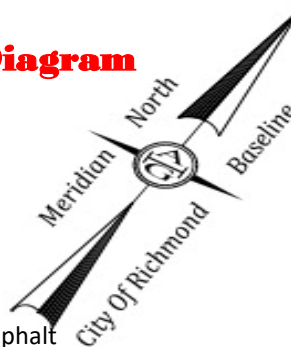
NOTE:
This survey has been prepared without
the benefit of a title report and does
not therefore necessarily indicate all
encumbrances on the property.



Parking, Shed and Trash Diagram

LEGEND

- Rod/S
- ⊙ Drill Hole
- Rod/F
- Trash enclosure 5ft x 2.5ft
- 🚗 Parking area 9ft x18ft paved asphalt



Rod/F 1.05'
E. Of Corner

ALLEY

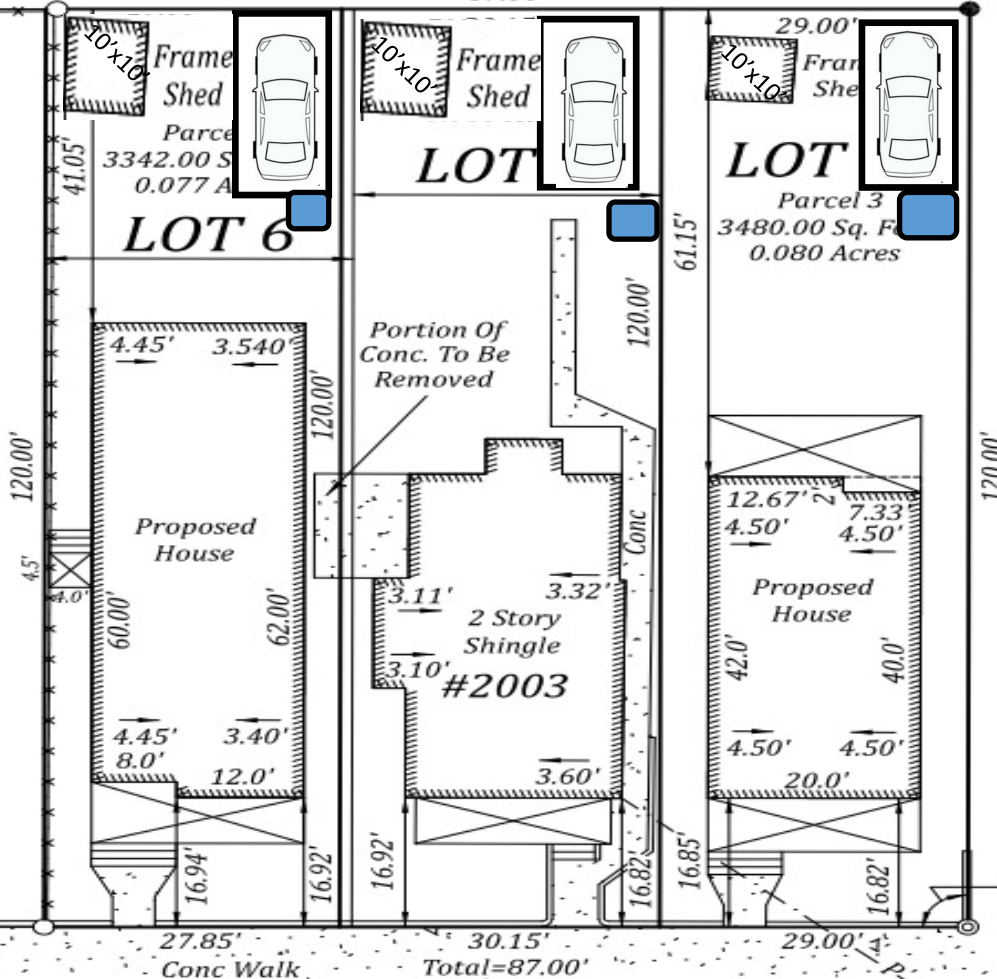
87.00'

Lot 8

LOT 6

LOT 7

LOT 8



E. 20th STREET

DINWIDDIE AVENUE

SURVEY OF
A DIVISION OF

LOTS 2,4 AND 6 BLOCK 1621

**RICHMOND MANCHESTER
LAND COMPANY**

RICHMOND, VIRGINIA

NOTE: PLAT PREPARED FOR THE EXCLUSIVE
USE OF THE CONVEYANCE TO
TOMMIE JEFFERSON

JN 50142

A. G. HAROCOPOS & ASSOCIATES, P.C.

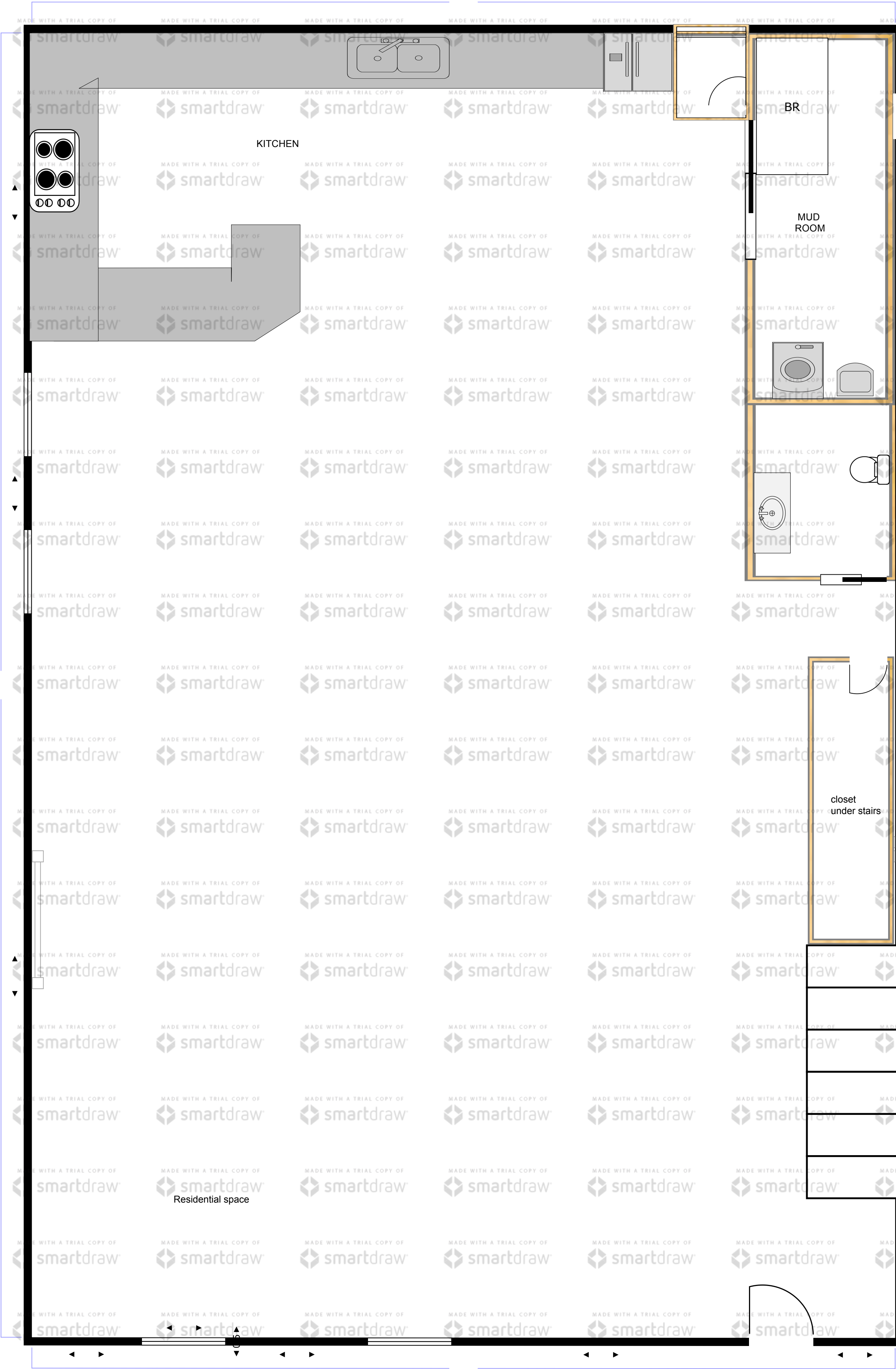
CERTIFIED LAND SURVEYOR AND CONSULTANT

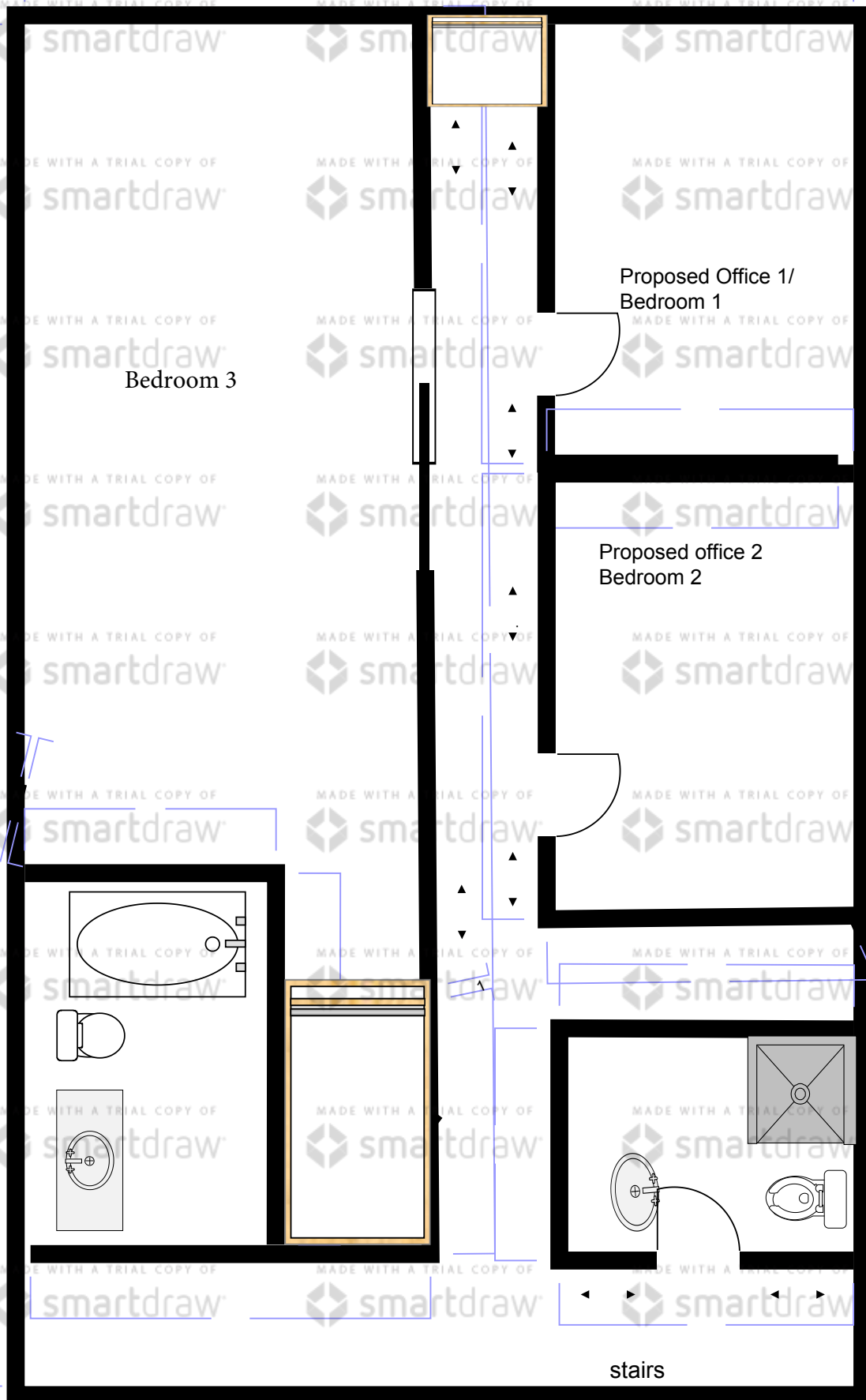
4920 E. MILLRIDGE PKWY. SUITE 200 MIDLOTHIAN VA. 23112

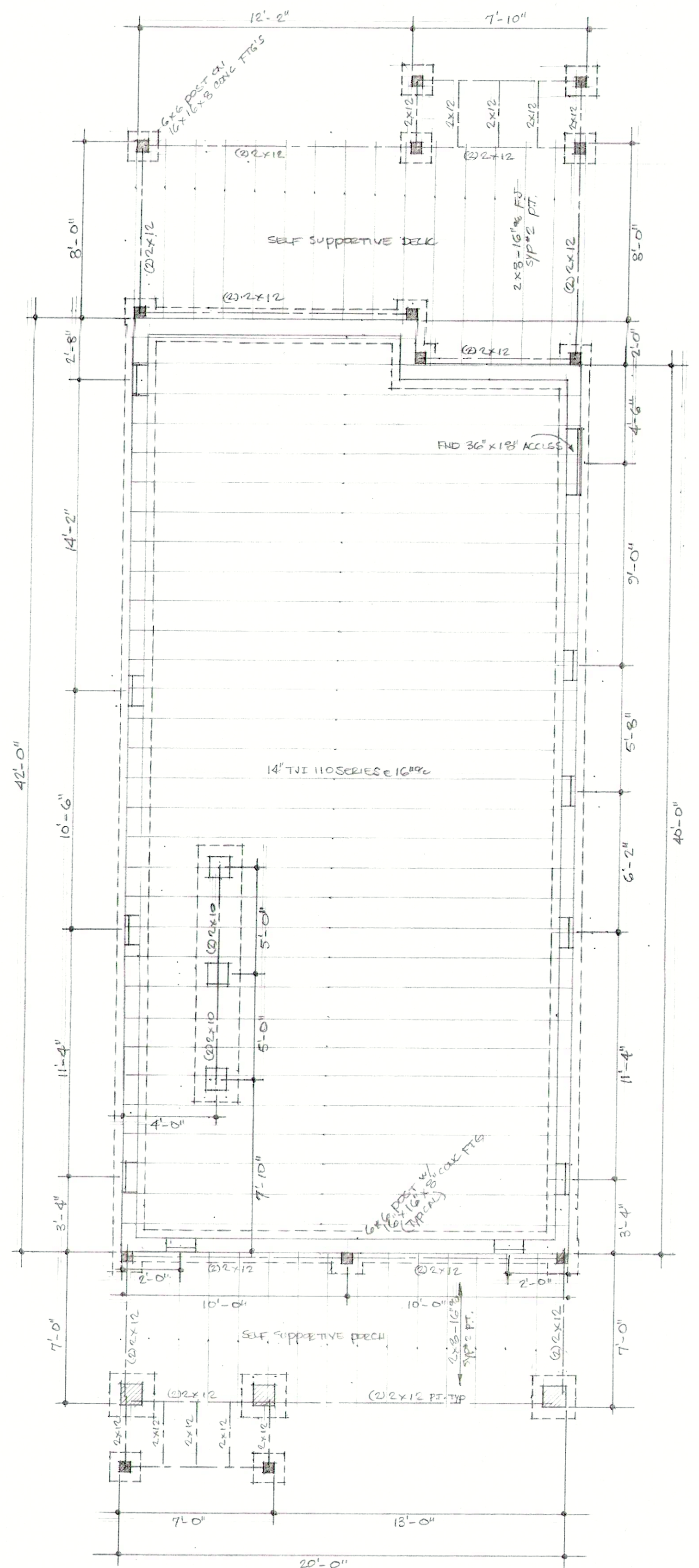
Office 804 744 2630 FAX 804 744 2632

E-MAIL AGHAROCOPOS72@GMAIL.COM

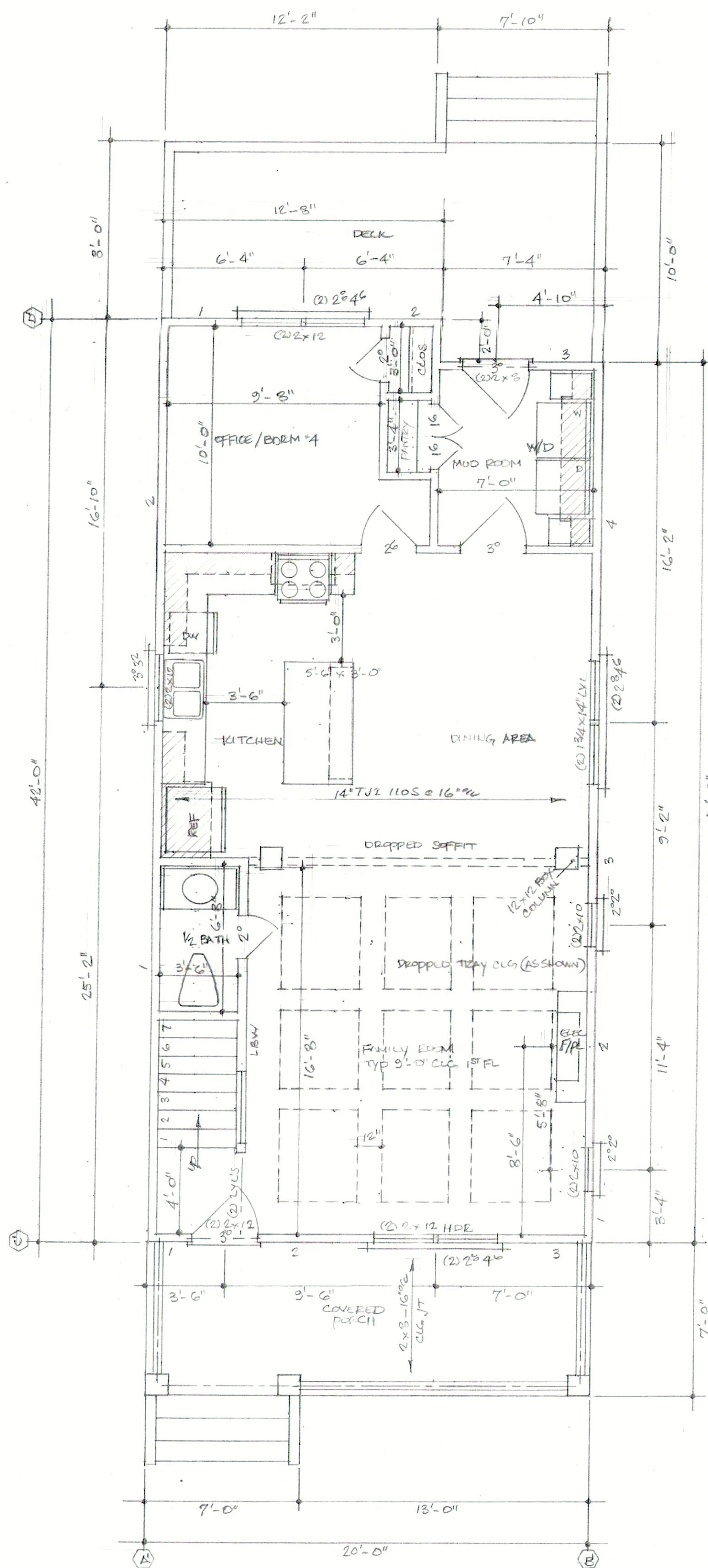
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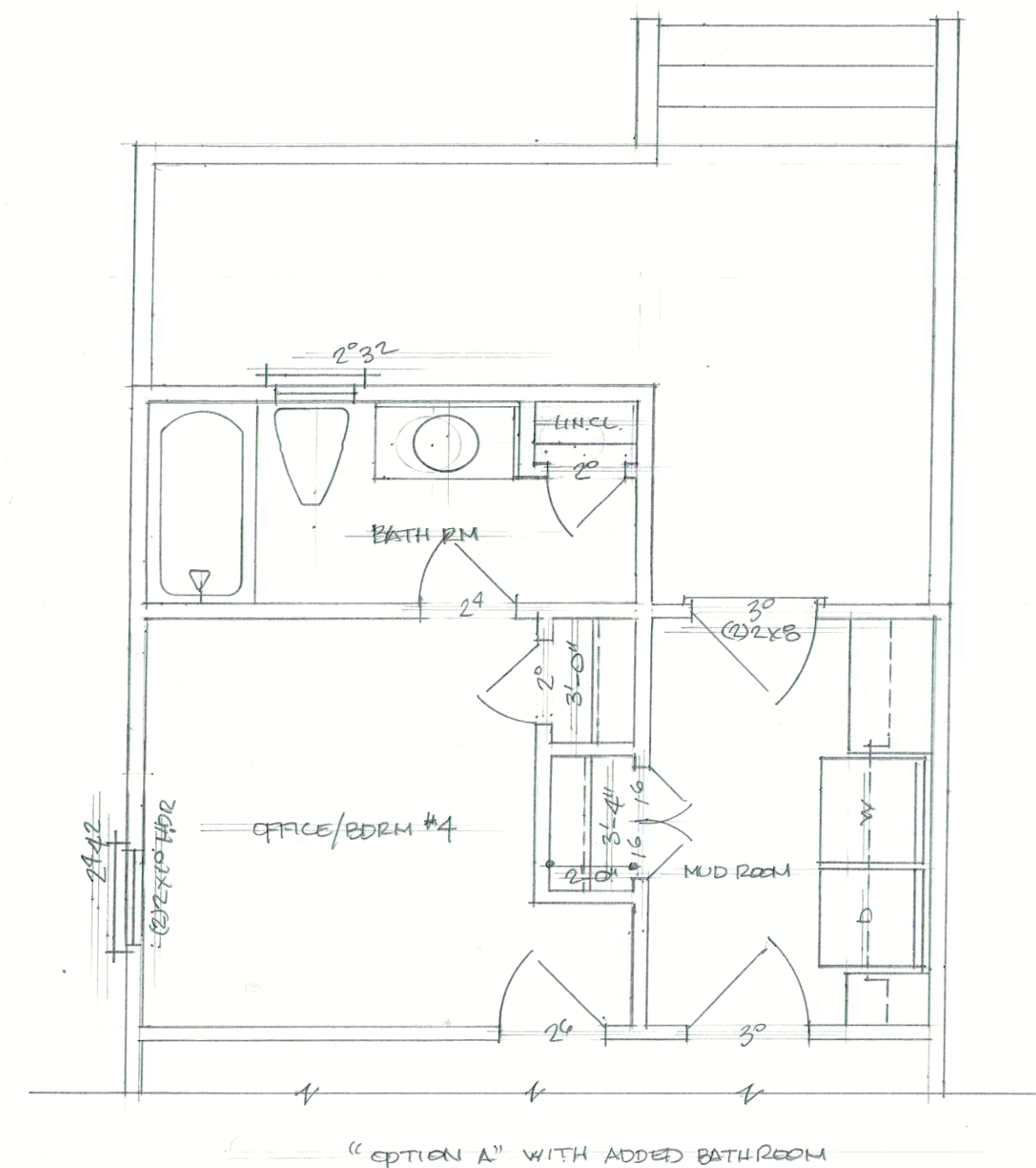




FOOTINGS AND FOUNDATION SCALE: 1/4" = 1'-0"



1ST FLOOR PLAN SCALE: 1/4" = 1'-0"
825.34 SF FINISHED
140.00 SF FRONT PORCH
110.66 SF REAR DECK



REAR ELEVATION SCALE: 1/4" = 1'-0"

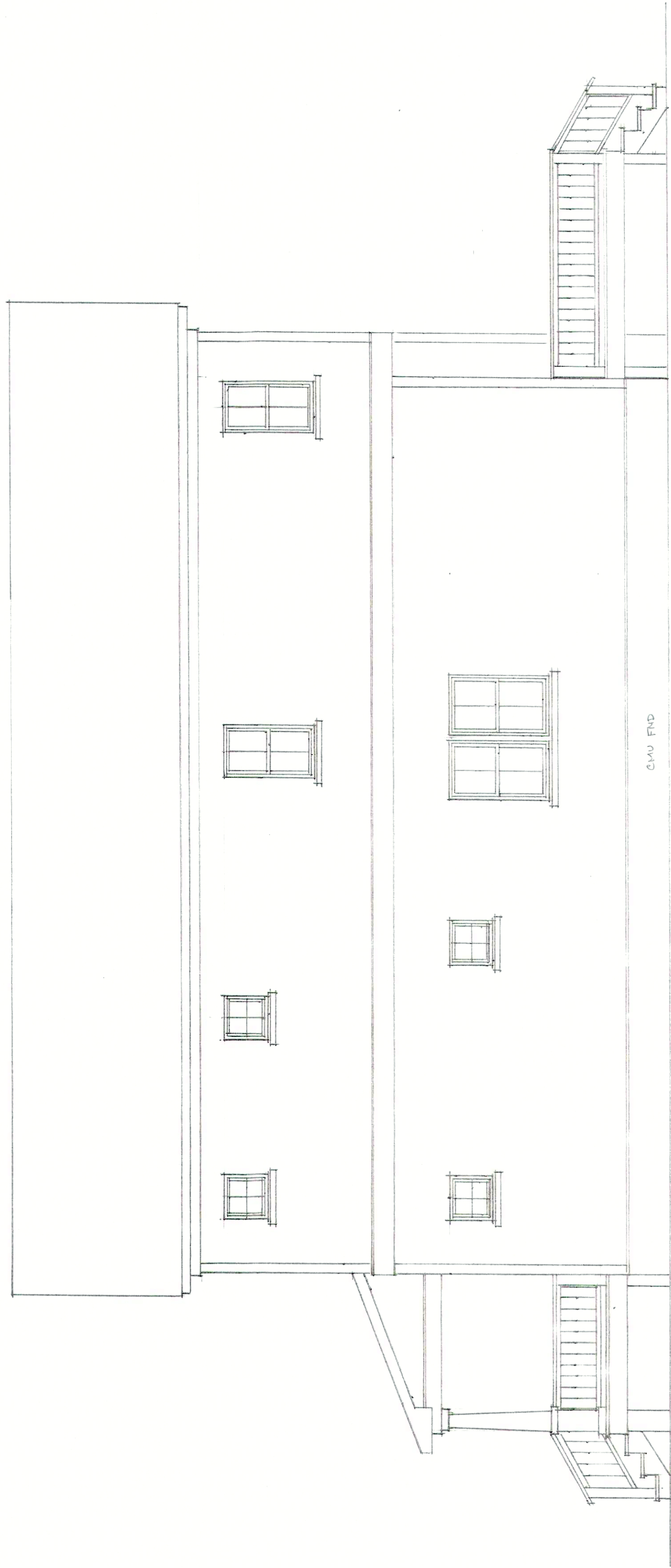
THE PLAN CANNOT BE USED, COPIED, TRACED OR REPRODUCED IN WHOLE OR PART OR MANNER WHATSOEVER WITHOUT WRITTEN PERMISSION FROM PARKER UNIQUE DESIGNS. ANY REUSE OR MODIFICATION OF THE PLAN WITHOUT THE WRITTEN PERMISSION OF PARKER UNIQUE DESIGNS SHALL BE AT THE USER'S SOLE RISK AND WITHOUT LIABILITY TO PARKER UNIQUE DESIGNS. PARKER UNIQUE DESIGNS MAKES NO WARRANTY, REPRESENTATION OR GUARANTEE OF ANY KIND, EXPRESS OR IMPLIED, REGARDING THE ACCURACY, COMPLETENESS, OR SUITABILITY OF THE PLAN FOR ANY PARTICULAR USE. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING THE ACCURACY OF THE PLAN FOR ANY PARTICULAR USE. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING THE ACCURACY OF THE PLAN FOR ANY PARTICULAR USE. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR VERIFYING THE ACCURACY OF THE PLAN FOR ANY PARTICULAR USE.

ARCHITECTURAL DATE:
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PARKER
UNIQUE
DESIGNS
848 HUGHMAN VA
REAR 483/023
PARKER

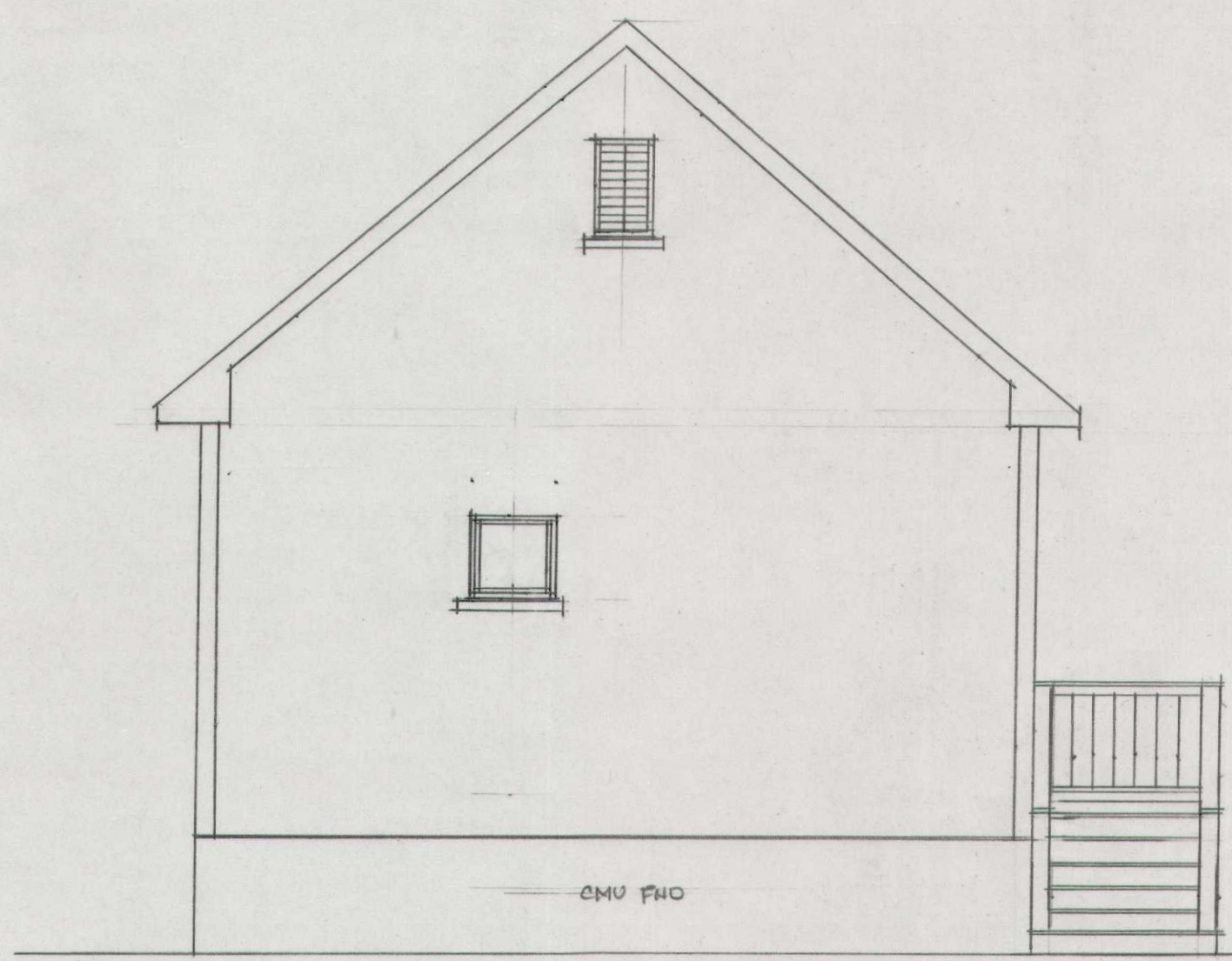
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1001 683 0733
FARM COTTAGE, VA
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PARKER
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DATE:

THE PLAN CANNOT BE USED, COPIED, TRACED OR REPRODUCED,
WHOLE OR PART, FOR ANY PURPOSE WITHOUT
WRITTEN PERMISSION FROM PARKER UNIQUE DESIGNS.
1) The contractor and each subcontractor shall be required to check and verify that the plans
conform with all requirements and local ordinances, building codes and regulations.
2) The contractor shall check before using and or proceeding with the work, and shall be
responsible for any errors resulting from the failure to verify such conditions.
3) Specific implementation of the plans shall be the responsibility of the contractor who
represents he has the skill and experience to execute the work required.
4) Changes or alterations shall be made before the work begins.
5) Each item and measurement of all common features shall be determined by hand and
verified and approved by the architect before construction.

RIGHT ELEVATION SCALE: 1/4" = 1'-0"



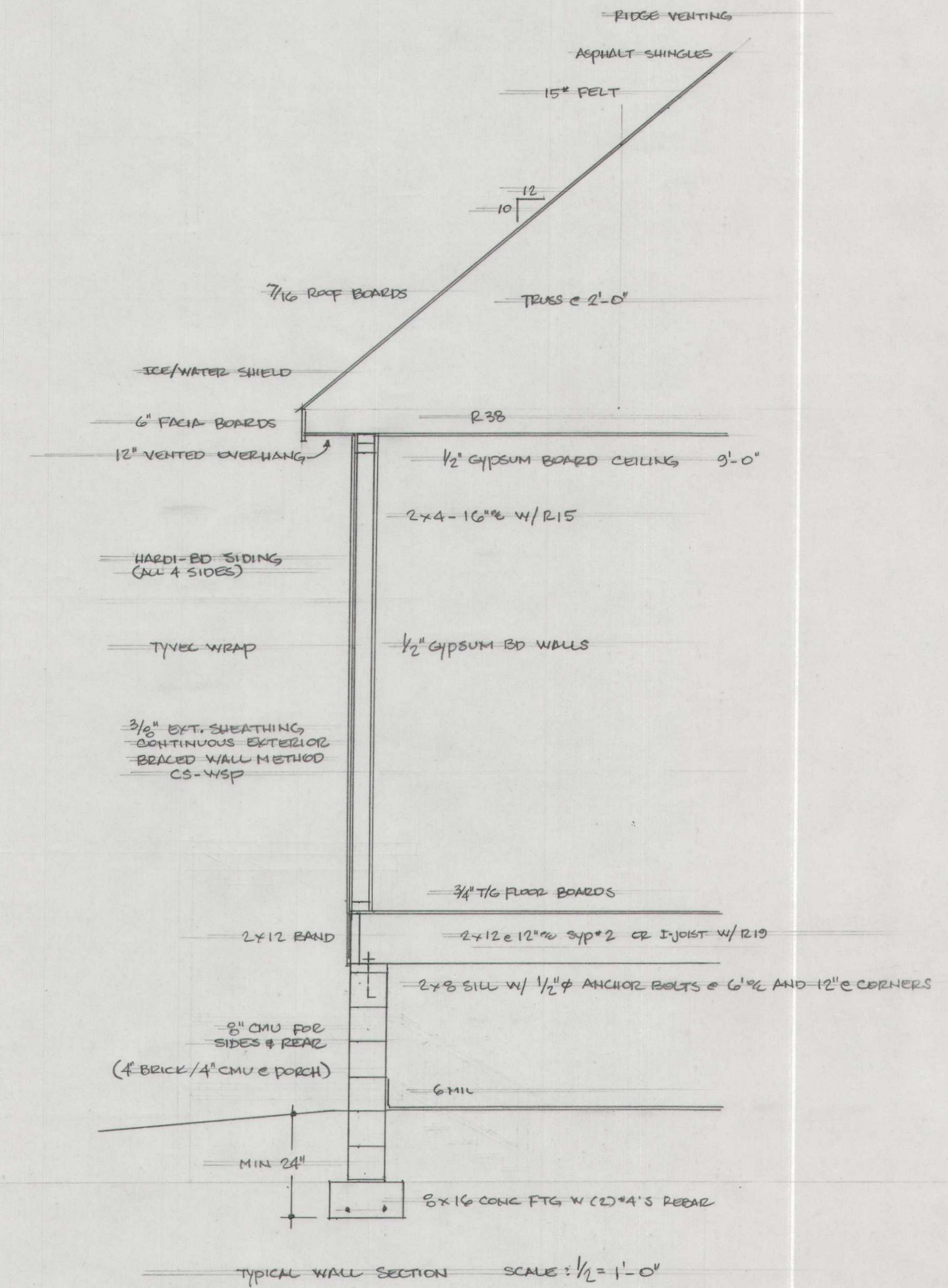
REVISIONS	BY



REAR ELEVATION SCALE: 1/4" = 1'-0"



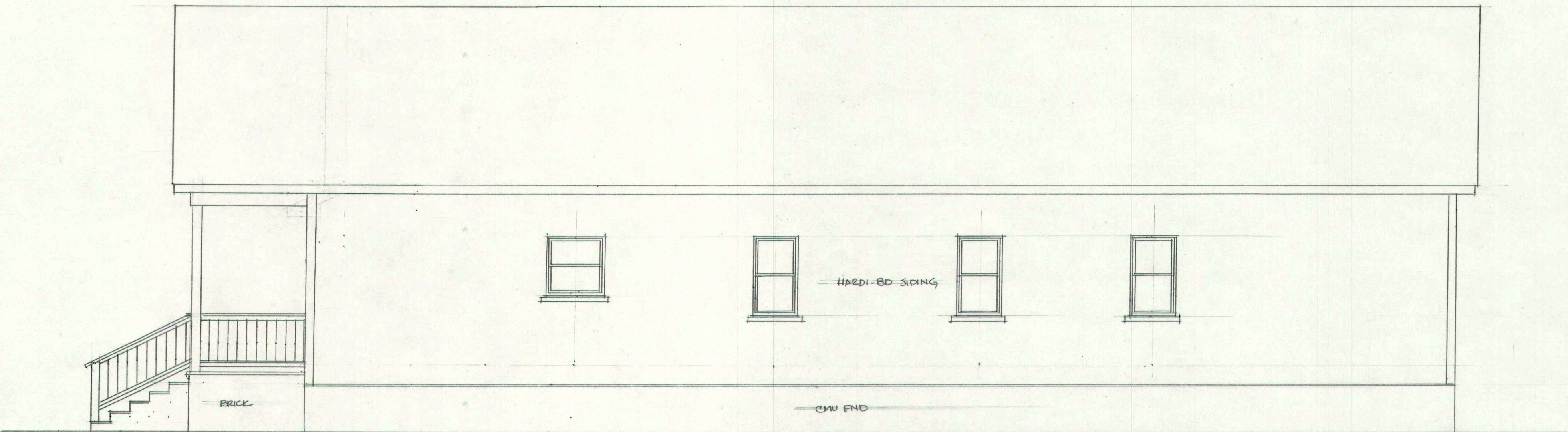
FRONT ELEVATION SCALE: 1/4" = 1'-0"



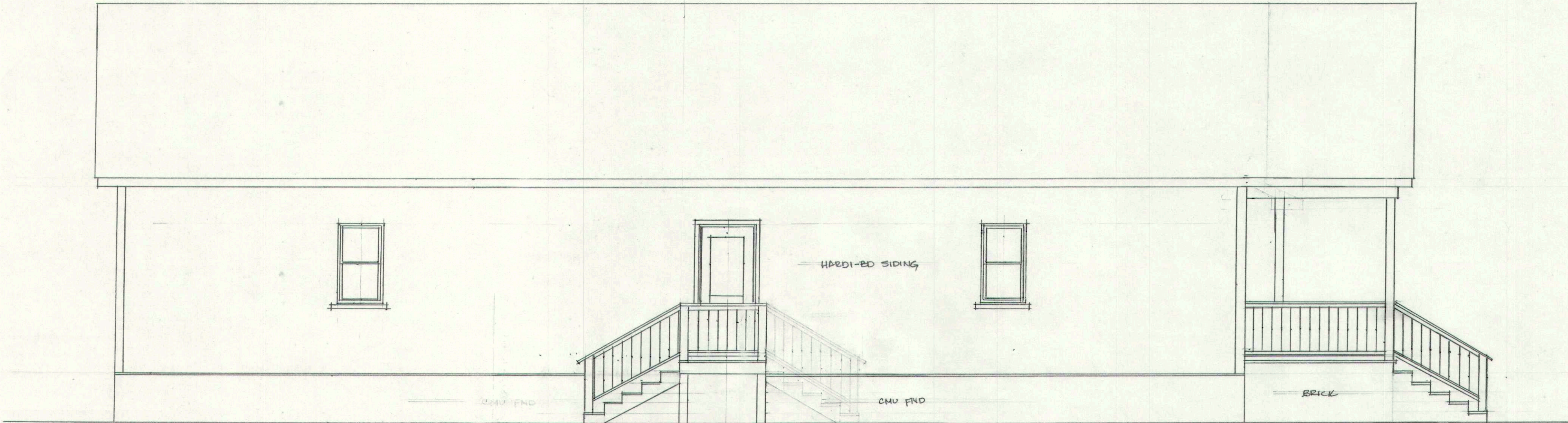
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MIDLOTHIAN, VA
(804) 683-0733

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ONE
Of 3 Sheets

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RIGHT ELEVATION SCALE: 1/4" = 1'-0"



LEFT ELEVATION SCALE: 1/4" = 1'-0"

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