

INTRODUCED: December 12, 2016

AN ORDINANCE No. 2016-313

To authorize the special use of the property known as 2220 Stockton Street for the purpose of a multifamily dwelling with up to 40 dwelling units and commercial, group home, shelter, addiction recovery program, and social service delivery uses, upon certain terms and conditions.

Patron – Mayor Jones (By Request)

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: JAN 9 2017 AT 6 P.M.

WHEREAS, the owner of the property known as 2220 Stockton Street, which is situated in a M-1 Light Industrial District, desires to use such property for the purpose of a multifamily dwelling with up to 40 dwelling units and commercial, group home, shelter, addiction recovery program, and social service delivery uses, which uses among other things, are not permitted by section 30-452.1 of the Code of the City of Richmond (2015), as amended; and

WHEREAS, in accordance with section 17.11 of the Charter of the City of Richmond (2010), as amended, it has been made to appear that, if granted subject to the terms and conditions set forth in this ordinance, the special use granted by this ordinance will not be detrimental to the

AYES: 9 NOES: 0 ABSTAIN: _____

ADOPTED: JAN 9 2017 REJECTED: _____ STRICKEN: _____

safety, health, morals and general welfare of the community involved, will not tend to create congestion in streets, roads, alleys and other public ways and places in the area involved, will not create hazards from fire, panic or other dangers, will not tend to overcrowding of land and cause an undue concentration of population, will not adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements, and will not interfere with adequate light and air; and

WHEREAS, (i) the City Planning Commission has conducted a public hearing to investigate the circumstances and conditions upon which the Council is empowered to authorize such use, (ii) the City Planning Commission has reported to the Council the results of such public hearing and investigation and its recommendations with respect thereto, and (iii) the Council has conducted a public hearing on this ordinance at which the person in interest and all other persons have had an opportunity to be heard;

NOW, THEREFORE,

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. **Finding.** Pursuant to section 30-1050.1 of the Code of the City of Richmond (2015), as amended, the Council hereby finds that the special use set forth in and subject to the terms and conditions of this ordinance 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 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.

§ 2. Grant of Special Use Permit.

(a) Subject to the terms and conditions set forth in this ordinance, the property known as 2220 Stockton Street and identified as Tax Parcel No. S000-0403/015 in the 2016 records of the City Assessor, being more particularly shown on sheet 2 of 2 of an untitled and undated drawing prepared by The Orin Group, LLC, a copy of which is attached to and made a part of this ordinance, hereinafter referred to as “the Property,” is hereby permitted to be used for the purpose of authorizing a multifamily dwelling with up to 40 dwelling units and commercial, group home, shelter, addiction recovery program, and social service delivery uses, hereinafter referred to as “the Special Use,” substantially as shown on the plans entitled “CARITAS Center, 2119 Stockton Street, Richmond, VA,” prepared by Walter Parks Architect, and dated November 15, 2016, hereinafter referred to as “the Plans,” copies of which are attached to and made a part of this ordinance, and substantially as described in a letter dated November 7, 2016, from T. Preston Lloyd, Jr. to Lory Markham, hereinafter referred to as “the Management Plan,” a copy of which is attached to and made part of this ordinance.

(b) The adoption of this ordinance shall constitute the issuance of a special use permit for the Property. The special use permit shall inure to the benefit of the owner or owners of the fee simple title to the Property as of the date on which this ordinance is adopted and their successors in fee simple title, all of which are hereinafter referred to as “the Owner.” The conditions contained in this ordinance shall be binding on the Owner.

§ 3. Special Terms and Conditions. This special use permit is conditioned on the following special terms and conditions:

(a) Operation of the programs and services provided on the Property shall be under the ultimate direction and oversight of a single nonprofit organization, hereinafter referred to as “the Operator,” established for the purpose of providing substance abuse services to persons in crisis substantially as described in the Management Plan. The Operator shall have a Board of Directors substantially as represented in the Management Plan.

(b) The use of the Property shall be limited to the following uses substantially as shown on the Plans and as described in the Management Plan:

(1) A social service delivery use with programs and services that include the following:

a. A substance abuse recovery program for women substantially as described in the Management Plan.

b. A residential recovery program substantially as described in the Management Plan, provided that there shall be a maximum capacity of 207 persons enrolled in such program. Twenty-four hour a day supervision shall be provided for the participants of said program at all times they are on the premises.

c. Case management, counseling, education, training, job placement assistance, healthcare, and on-site group meetings.

(2) A multifamily dwelling with up to 40 dwelling units, any number of which may be used as group home units as follows:

a. The one-bedroom units may house no more than two residents each.

b. The two-bedroom units may house no more than three residents each.

c. The three-bedroom unit may house no more than five residents.

(3) A group home with up to 145 beds, including any beds within dwelling units in the multifamily dwelling used as a group home, provided that all group home residents are enrolled in a substance abuse recovery program operated by the Operator.

(4) A shelter with up to 138 beds.

(5) Non-residential uses permitted in the B-7 Mixed-Use Business District.

(c) A minimum of 141 off-street parking spaces shall be provided as shown on the Plans. These parking spaces shall be paved with a dust-free, all-weather surface, and spaces shall be delineated on the pavement.

(d) Identification of the Property shall conform to the sign regulations applicable in the B-6 Mixed Use Business District, provided that the aggregate area of all signs directed toward or intended to be viewed from any street frontage shall not exceed 100 square feet.

(e) A final lighting and landscaping plan shall be approved by the Director of Planning and Development Review prior to the issuance of a building permit for the Special Use.

§ 4. **Supplemental Terms and Conditions.** This special use permit is conditioned on the following supplemental terms and conditions:

(a) All required final grading and drainage plans, together with all easements made necessary by such plans, must be approved by the Director of Public Utilities prior to the issuance of the building permit.

(b) Storm or surface water shall not be allowed to accumulate on the land. The Owner, at its sole cost and expense, shall provide and maintain at all times adequate facilities for the drainage of storm or surface water from the Property so as not to adversely affect or damage any other property or public streets and the use thereof.

(c) Facilities for the collection of refuse shall be provided in accordance with the requirements of the Director of Public Works. Such facilities shall be located or screened so as not to be visible from adjacent properties and public streets.

(d) Any encroachments existing, proposed on the Plans or contemplated in the future shall require separate authorization and shall be subject to the applicable provisions of the Code of the City of Richmond (2015), as amended, and all future amendments to such laws.

(e) In all other respects, the use of the Property shall be in accordance with the applicable underlying zoning regulations.

§ 5. **General Terms and Conditions.** This special use permit is conditioned on the following general terms and conditions:

(a) No permit implementing this special use permit shall be approved until satisfactory evidence has been presented to the Zoning Administrator that any delinquent real estate taxes applicable to the Property have been paid.

(b) The Owner shall be bound by, shall observe and shall comply with all other laws, ordinances, rules and regulations applicable to the Property, except as otherwise expressly provided in this ordinance.

(c) Words and phrases used in this ordinance shall be interpreted to have the meanings ascribed to them by section 30-1220 of the Code of the City of Richmond (2015), as amended, unless the context clearly indicates that a different meaning is intended.

(d) Notwithstanding any other provision of law, this special use permit is being approved due, in part, to the mitigating effects of each and every condition attached hereto; consequently, if any portion of this ordinance is determined to be invalid for any reason by a final,

non-appealable order of any Virginia or federal court of competent jurisdiction, the invalidity shall cause the entire ordinance to be void and of no further effect from the effective date of such order.

(e) The privileges granted by this ordinance may be revoked pursuant to the provisions of sections 30-1050.7 through 30-1050.11 of the Code of the City of Richmond (2015), as amended, and all future amendments to such laws. Failure to comply with the terms and conditions of this ordinance shall constitute a violation of section 30-1080 of the Code of the City of Richmond (2015), as amended, and all future amendments to such law, or any other applicable laws or regulations.

(f) When the privileges granted by this ordinance terminate and the special use permit granted hereby becomes null and void or when the Special Use of the Property as authorized by this ordinance is abandoned for a period of 730 consecutive calendar days, whether as a result of the Owner relinquishing this special use permit in a writing addressed to the Director of Planning and Development Review or otherwise, use of the Property shall be governed thereafter by the zoning regulations prescribed for the district in which the Property is then situated.

§ 6. **Implementation.** The Commissioner of Buildings is authorized to issue a building permit substantially in accordance with the Plans for the Special Use subject to the terms and conditions set forth in this ordinance. An application for the building permit shall be made within 730 calendar days following the date on which this ordinance becomes effective. If either the application for the building permit is not made within the time period stated in the previous sentence or the building permit terminates under any provision of the Virginia Statewide Building Code, this ordinance and the special use permit granted hereby shall terminate and become null and void.

§ 7. **Effective Date.** This ordinance shall be in force and effect upon adoption.



City of Richmond

900 East Broad Street
2nd Floor of City Hall
Richmond, VA 23219
www.richmondgov.com

Intracity Correspondence

Pre Introduction to Council: PRE. 2016-333

File Number: PRE. 2016-333

To authorize the special use of the property known as 2220 Stockton Street for the purpose of a multifamily dwelling with up to 40 dwelling units, commercial, group home, shelter, private penal institution, addiction recovery program and social service delivery uses, upon certain terms and conditions.

O & R REQUEST

NOV 18 2016
4-5937
Chief Administration Office
City of Richmond

O&R REQUEST

EDITION: 1

TO: The Honorable Members of City Council

THROUGH: Dwight C. Jones, Mayor 
(This in no way reflects a recommendation on behalf of the Mayor)

THROUGH: Selena Cuffee-Glen, Chief Administrative Officer 

THROUGH: Peter L. Downey, Deputy Chief Administrative Officer 

FROM: Mark A. Olinger, Director of Planning and Development Review

RE: Special use permit for 2220 Stockton Street for Caritas to operate The Healing Place for women and uses associated with the residential recovery program

RECEIVED

NOV 30 2016

OFFICE OF CITY ATTORNEY

ORD. OR RES. No.

PURPOSE: To authorize the special use of the property known as 2220 Stockton Street for the purpose of a multifamily dwelling with up to 40 dwelling units, commercial, group home, shelter, private penal institution, addiction recovery program and social service delivery uses, upon certain terms and conditions.

REASON: The applicant is proposing to convert an existing warehouse facility into The Healing Place for women. The programmatic operations associated with this residential recovery program, including multifamily dwelling, group home, shelter, private penal institution, addiction recovery program and social service delivery uses, are not permitted in the current M-1 Light Industrial zoning district.

RECOMMENDATION: In accordance with the requirements of the City Charter and the Zoning

Ordinance, the City Planning Commission will review this request and make a recommendation to City Council. This item will be scheduled for consideration by the Commission at its January 3, 2017 meeting. A letter outlining the Commission's recommendation will be forwarded to City Council following that meeting.

BACKGROUND: The subject property is located between Stockton Street and Everett Street along East 22nd Street. The property is approximately 5.1 acres and is improved with a 120,000 square feet vacant warehouse facility that was previously used by Philip Morris and surface parking.

The applicant proposes to rehabilitate the warehouse facility for use by Caritas to operate The Healing Place for women, a residential recovery program for homeless women with a history of substance abuse, as described in detail in the attached applicant's materials.

The propose uses of the property associated with this program would be:

1. Social service delivery with programs and services that include:
 - a. A substance abuse recovery program for women substantially as described in the Management Plan.
 - b. A residential recovery program substantially as described in the Management Plan, provided that there shall be a maximum capacity of 207 persons enrolled in such program. Twenty-four (24) hour a day supervision shall be provided for the participants of said program at all times they are on the premises;
 - c. Case management, counseling, education, training, job placement assistance, healthcare, and on-site group meetings;
2. Multifamily dwelling with up to 40 dwelling units, any number of which may be used as group home units as follows: the 1-bedroom units may house no more than 2 residents each, the 2-bedroom units may house no more than 3 residents each, and the 3-bedroom unit may house no more than 5 residents;
3. Group home with up to 145 beds, inclusive of any beds within multifamily dwelling units used as a group home unit, provided that all group home residents are enrolled in a substance abuse recovery program operated by the operating organization, as defined below;
4. Shelter with up to 138 beds;
5. Non-residential uses permitted in the B-7 Mixed-Use Business District;
6. Private penal institution with up to 10 persons, provided that all such persons must be actively enrolled in the residential recovery program and monitored with an ankle bracelet and subject to such eligibility requirements as may be imposed by the sheriff's office of a referring jurisdiction.

The subject property falls within the Mixed Used future land use designation established by the 2000-2020 City of Richmond Master Plan. Such areas are "characterized by a combinations of office, retail, personal service, general commercial and service uses and, in some cases, multi-family residential and dwelling units above ground floor commercial. Generally, such areas consist of a mix of several types of uses, designed and arranged to be compatible with one another. Each type of use could function independently, but all benefit from proximity to one another." (Page 134).

Properties to the west are located in the R-6 Single-Family Attached Residential District and are occupied by single-family detached dwellings. The property to the north and south are located in the M-1 Light Industrial District and are occupied by warehouse buildings historically used by Philip

Morris. Property to the east is located in the B-3 General Business District and is occupied by commercial uses fronting on Jefferson Davis Highway.

FISCAL IMPACT / COST: The Department of Planning and Development Review does not anticipate any impact to the City's budget for this or future fiscal years.

FISCAL IMPLICATIONS: Staff time for processing the request; preparation of draft ordinance; and publishing, mailing and posting of public notices.

BUDGET AMENDMENT NECESSARY: N/A

REVENUE TO CITY: \$2,400 application fee

DESIRED EFFECTIVE DATE: Upon adoption

REQUESTED INTRODUCTION DATE: December 12, 2016

CITY COUNCIL PUBLIC HEARING DATE: January 9, 2017

REQUESTED AGENDA: Regular

RECOMMENDED COUNCIL COMMITTEE: None

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES: City Planning Commission, January 3, 2017

AFFECTED AGENCIES: Office of the Deputy Chief Administrative Officer, Office of the City Attorney (review of draft ordinance), Office of the Assessor (preparation of mailing labels for public notice)

RELATIONSHIP TO EXISTING ORD. OR RES.: None.

REQUIRED CHANGES TO WORK PROGRAM(S): N/A

ATTACHMENTS: Draft Ordinance, Plans, Management Plan, Application Form, Applicant's Report

STAFF: Lory Markham, Planner III
Department of Planning and Development Review (Room 511)
646-6309

PDR O&R No. 16-36

The Orin Group, LLC.

10 Northwest Avenue, Suite 200, Tallmadge, OH 44278
 Phone 330-630-5877 Fax 330-630-2388 www.theoringroup.com



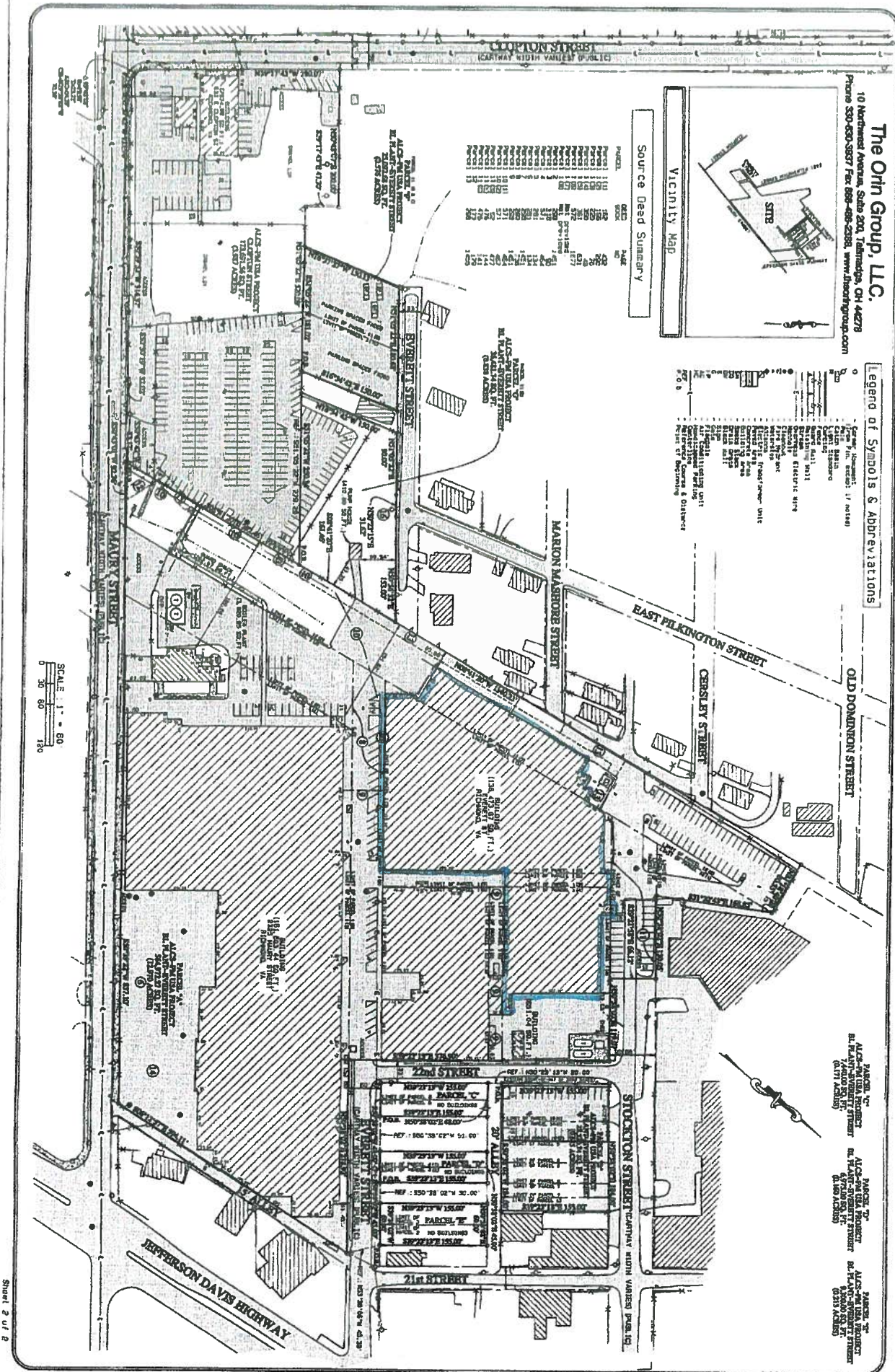
Vicinity Map

Source Deed Summary

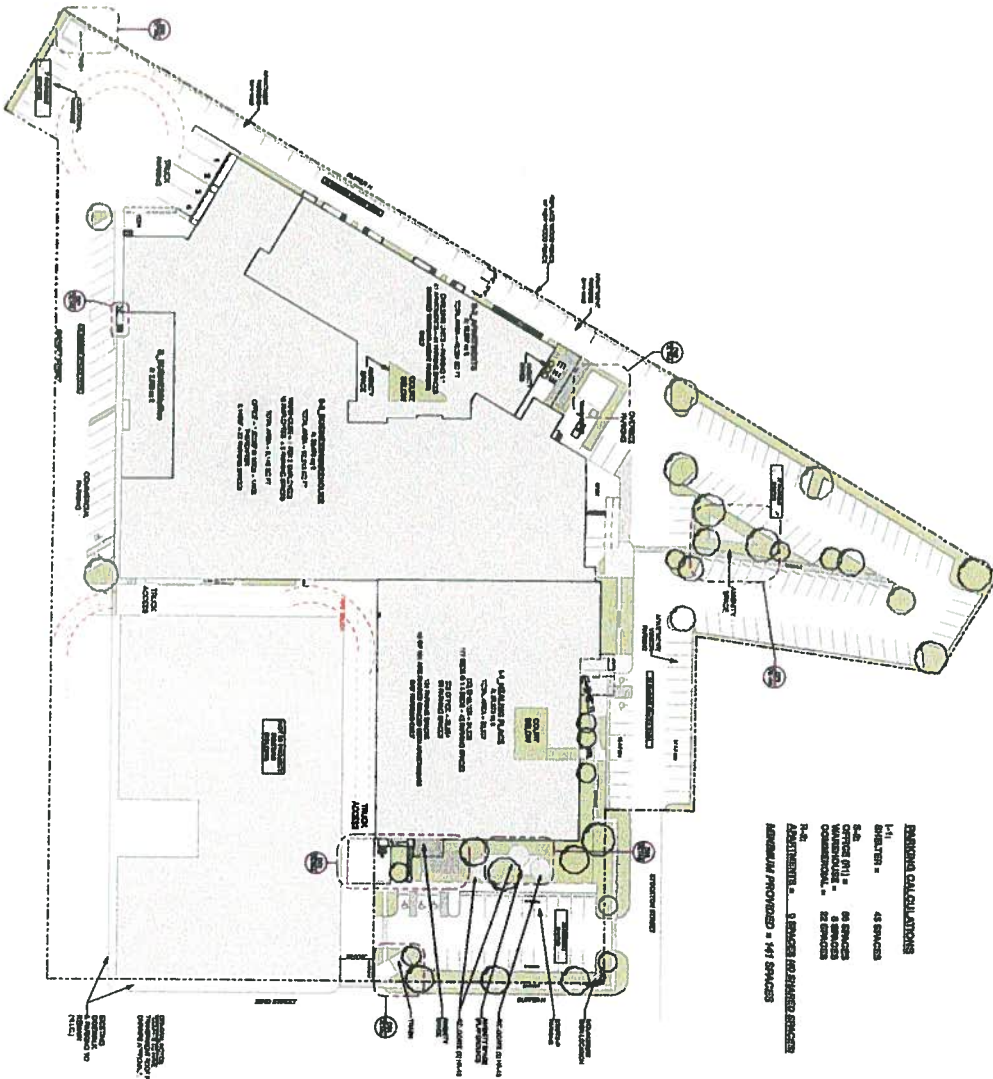
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Parcel 2	1.25	125
Parcel 3	1.25	125
Parcel 4	1.25	125
Parcel 5	1.25	125
Parcel 6	1.25	125
Parcel 7	1.25	125
Parcel 8	1.25	125
Parcel 9	1.25	125
Parcel 10	1.25	125
Parcel 11	1.25	125
Parcel 12	1.25	125
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Parcel 24	1.25	125
Parcel 25	1.25	125
Parcel 26	1.25	125
Parcel 27	1.25	125
Parcel 28	1.25	125
Parcel 29	1.25	125
Parcel 30	1.25	125

Legend of Symbols & Abbreviations

- Parcel Boundary
- City Boundary
- Water
- Electric Lines
- Gas Lines
- Telephone Lines
- Fire Hydrant
- Manhole
- Street Light
- Sign
- Survey Point
- Property Line
- Proposed Building Footprint
- Proposed Parking
- Proposed Driveway
- Proposed Access
- Proposed Utility
- Proposed Stormwater
- Proposed Retention
- Proposed Easement
- Proposed Right-of-Way



SCALE 1" = 60'
 0 30 60 120



LOADING CALCULATIONS

L-1 = 43 SPACES
 S-2 = 98 SPACES
 OFFICE (11) = 8 SPACES
 QUARTERS = 8 SPACES
 COMMERCIAL = 8 SPACES

R-2
 APARTMENTS = 3 SPACES (2 SPACES SPACES)
 APARTMENT PROVIDED = 141 SPACES



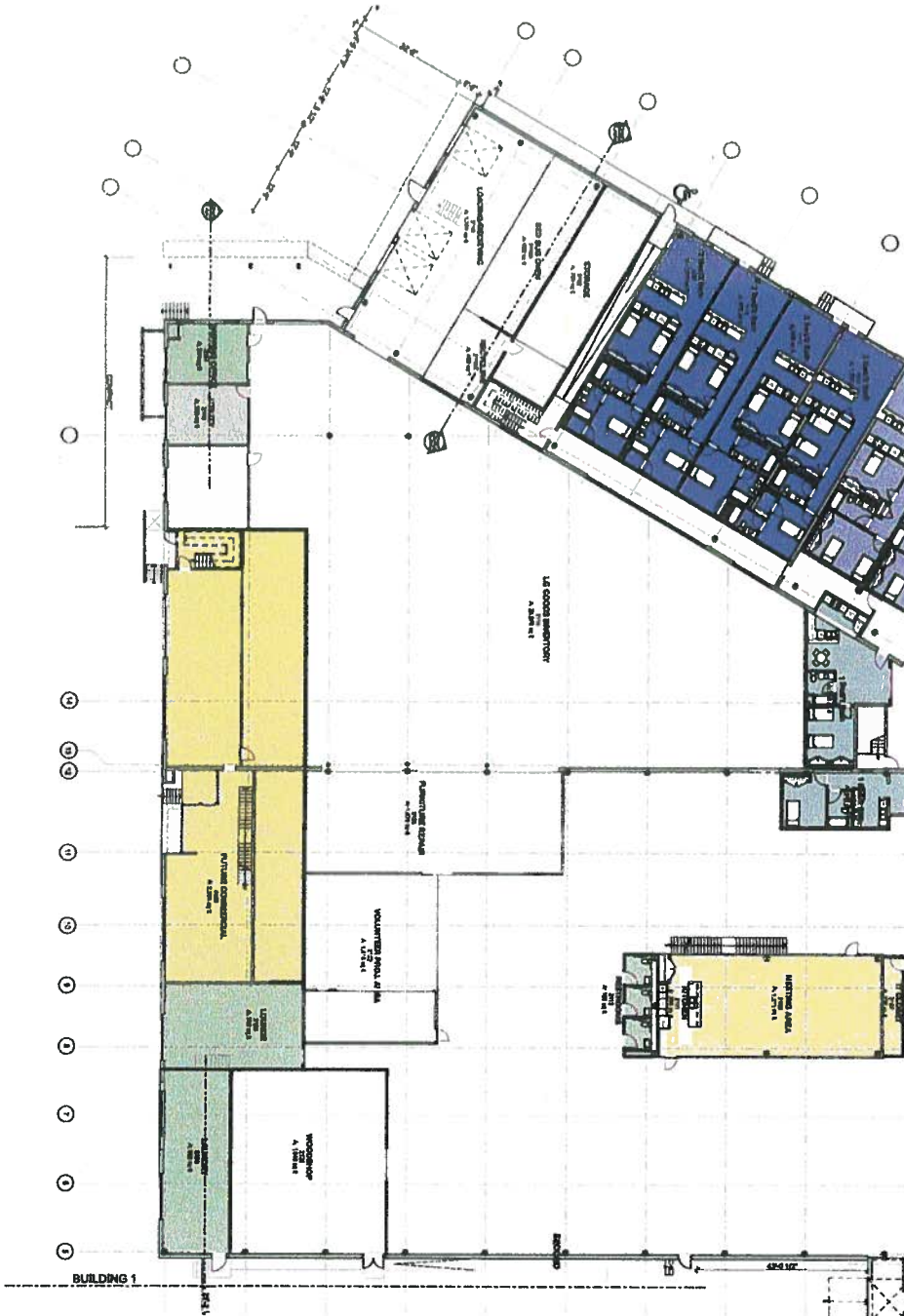
SITE PLAN
A.100

WALTER PARKS ARCHITECT
 511 N. JONES STREET
 RICHMOND, VIRGINIA 23220
 PROJECT # 1838
 DATE: 10/18/18

REVISIONS	NO.	DATE

CARITAS CENTER
 2119 STOCKTON STREET
 RICHMOND, VA





NO.	DESCRIPTION	QUANTITY	UNIT	AMOUNT
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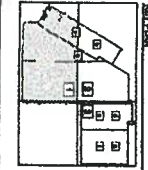


TABLE OF LEGEND

OVERALL (ENTIRE BUILDING)

- CONCRETE TO GROUND FLOOR
- ...

QUALITY ROOMS

- ...

CONCRETE FLOORING ROOMS

- ...



REVISIONS	NO.	DATE	DESCRIPTION

WALTER PARKS ARCHITECT
 1414 LANTANA DRIVE
 RICHMOND, VIRGINIA 23228
 (804) 771-1544 FAX
 PROJECT: 8-1434
 DATE: 7/19/11

BMK PROGRESS SET
 FIRST FLOOR LAYOUT
 PLAN
A.201.1

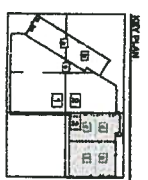
CARITAS CENTER

2119 STOCKTON STREET
 RICHMOND, VA





NO.	DESCRIPTION	DATE	BY
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- REVISIONS**
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CARITAS CENTER

2119 STOCKTON STREET

RICHMOND, VA



NO.	DESCRIPTION	DATE	BY
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12	REVISION		

WALTER PARKS ARCHITECT
 211 N. ALBANY STREET
 RICHMOND, VIRGINIA 23220
 (804) 771-1111 / FAX (804) 771-1112
 PROJECT # 1134
 DATE 11/16/18

80% PROGRESS SET
FIRST FLOOR LAYOUT
PLAN
A.201.3



Open Office
A.202.1

Office
A.202.1

Office
A.202.1

TABLE A OF LISTS

NO.	DESCRIPTION	DATE	BY	CHK'D	APP'D
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100	REVISED	11/15/11	JL	ML	ML



CARITAS CENTER
2119 STOCKTON STREET
RICHMOND, VA

WALTER PARKS ARCHITECT

211 N. COMMERCE STREET
RICHMOND, VIRGINIA 23220
TEL: 804/771-7700
FAX: 804/771-7700

PROJECT # 1234
DATE: 11/15/11

NO.	REVISIONS	DATE

80% PROGRESS SET

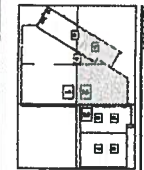
SECOND FLOOR LAYOUT PLAN

A.202.1



REVISIONS

NO.	DATE	DESCRIPTION



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 - 2. EXISTING CONDITIONS
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 - 37. HISTORIC PRESERVATION
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Walker Parks ARCHITECT
 1114 ADAMS STREET
 RICHMOND, VIRGINIA 23220
 PROJECT: CARITAS CENTER
 DATE: 10/15/21

CARITAS CENTER
 2119 STOCKTON STREET
 RICHMOND, VA



50% PROGRESS SET
 SECOND FLOOR
 LAYOUT PLAN
 A.2022.2



SCALE: 1/8" = 1'-0"

NO.	DATE	DESCRIPTION	BY
1	11/15/18	ISSUED FOR PERMIT	WPA
2	11/15/18	ISSUED FOR PERMIT	WPA
3	11/15/18	ISSUED FOR PERMIT	WPA
4	11/15/18	ISSUED FOR PERMIT	WPA
5	11/15/18	ISSUED FOR PERMIT	WPA
6	11/15/18	ISSUED FOR PERMIT	WPA
7	11/15/18	ISSUED FOR PERMIT	WPA
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9	11/15/18	ISSUED FOR PERMIT	WPA
10	11/15/18	ISSUED FOR PERMIT	WPA

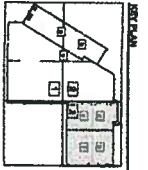


TABLE OF LEGEND

OVERLAP LEGEND

- OVERLAP TO OTHER FLOOR PLANS

EXHIBIT ROOMS

- CONFERENCE ROOMS
- OFFICES
- CLASSROOMS
- LIBRARY
- COMPUTER LAB
- RECEPTION
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- HALLWAYS
- STAIRS
- ELEVATORS
- MECHANICAL ROOMS
- STORAGE
- UNASSIGNED

OVERLAP ROOMS

- OFFICE 101
- OFFICE 102
- OFFICE 103
- OFFICE 104
- CONFERENCE ROOM
- CLASSROOM 101
- CLASSROOM 102
- CLASSROOM 103
- CLASSROOM 104
- LIBRARY
- COMPUTER LAB
- RECEPTION
- RESTROOMS
- HALLWAYS
- STAIRS
- ELEVATORS
- MECHANICAL ROOMS
- STORAGE
- UNASSIGNED



RESTROOMS

NO.	DATE	DESCRIPTION	BY

Water Parks ARCHITECT

1514 JONES STREET
 RICHMOND, VIRGINIA 23220
 804.621.7643

PROJECT # 18.34
 DATE 11/16/18

50% PROGRESS SET

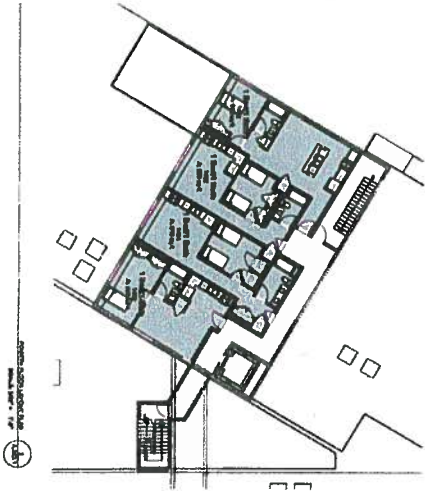
SECOND FLOOR LAYOUT PLAN

A.202.3

CARITAS CENTER
 2119 STOCKTON STREET
 RICHMOND, VA



Sheet A.203.1 of 203



WALKER PARKS ARCHITECT
 3154 AVONDA STREET
 RICHMOND, VIRGINIA 23220
 2 (804) 771-1122

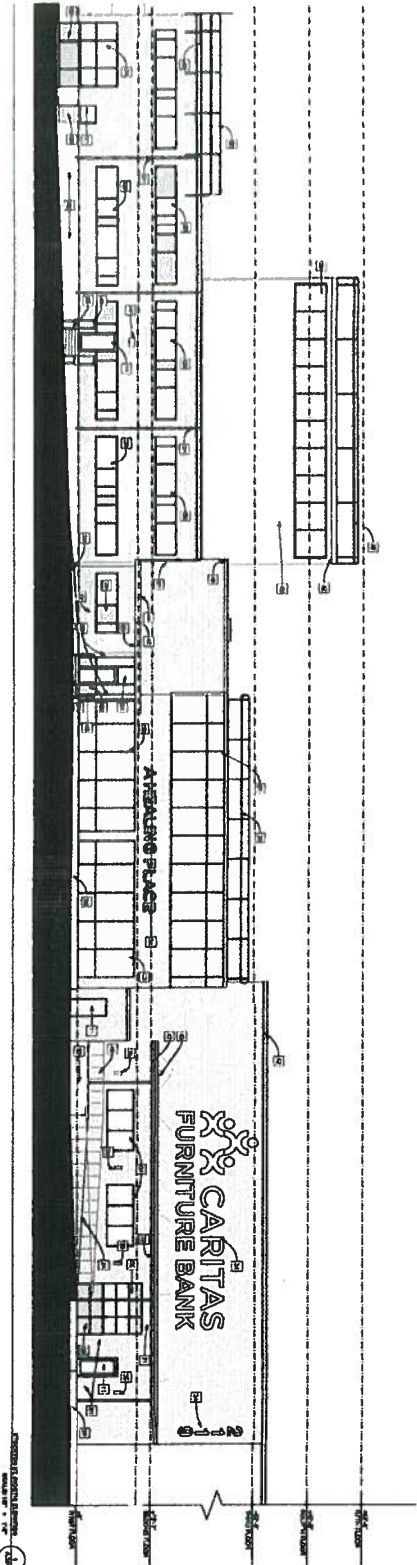
PROJECT: CARITAS
 DATE: 11/19/16

50% PROGRESS SET
 THIRD, FOURTH,
 FIFTH FLOOR
A.203.1

NO.	REVISIONS	DATE

CARITAS CENTER
 2119 STOCKTON STREET
 RICHMOND, VA



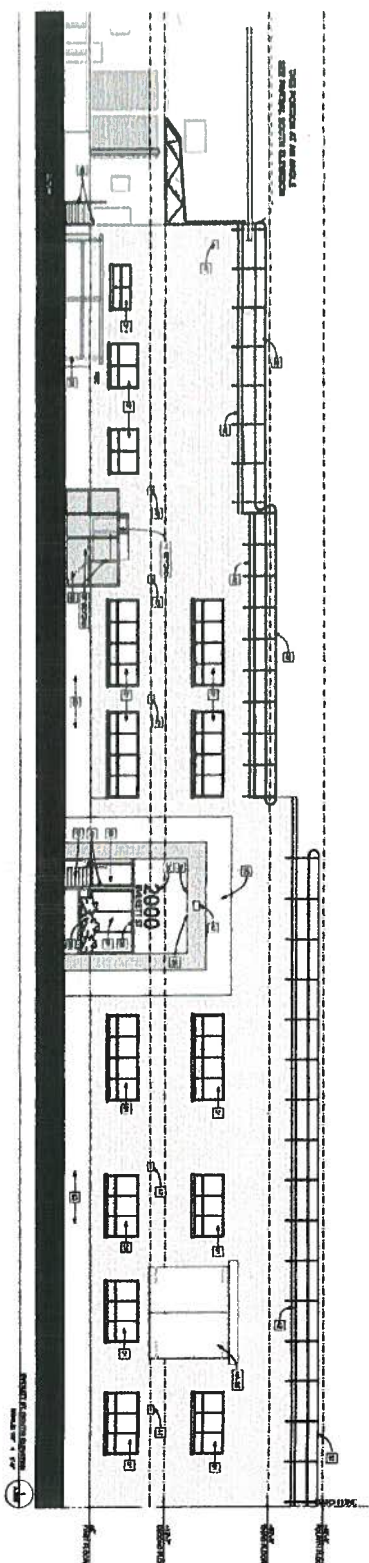
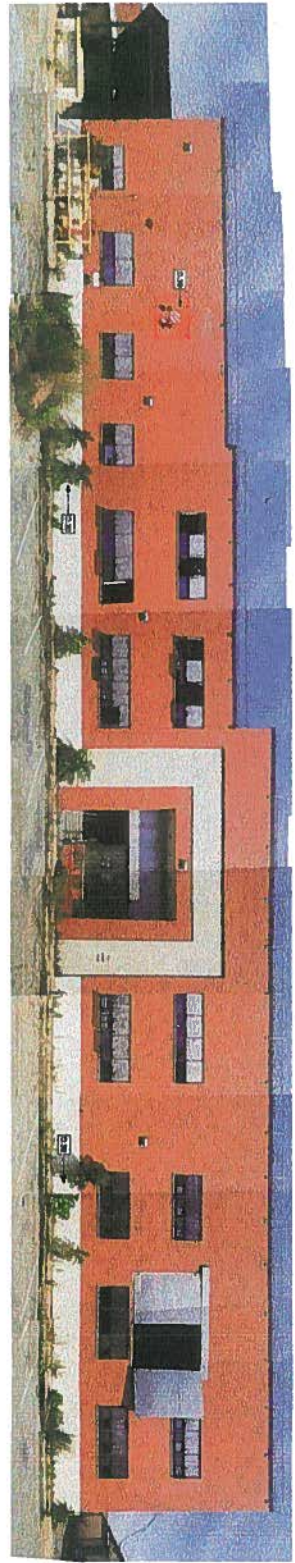


CARITAS CENTER
 2119 STOCKTON STREET
 RICHMOND, VA

REVISIONS	DATE

walter parks
 ARCHITECT
 115 N. JOURNAL STREET
 RICHMOND, VIRGINIA 23220
 (804) 771-1500
 PROJECT # 1434
 DATE: 11/18/18

A.301
 NORTH ELEVATION

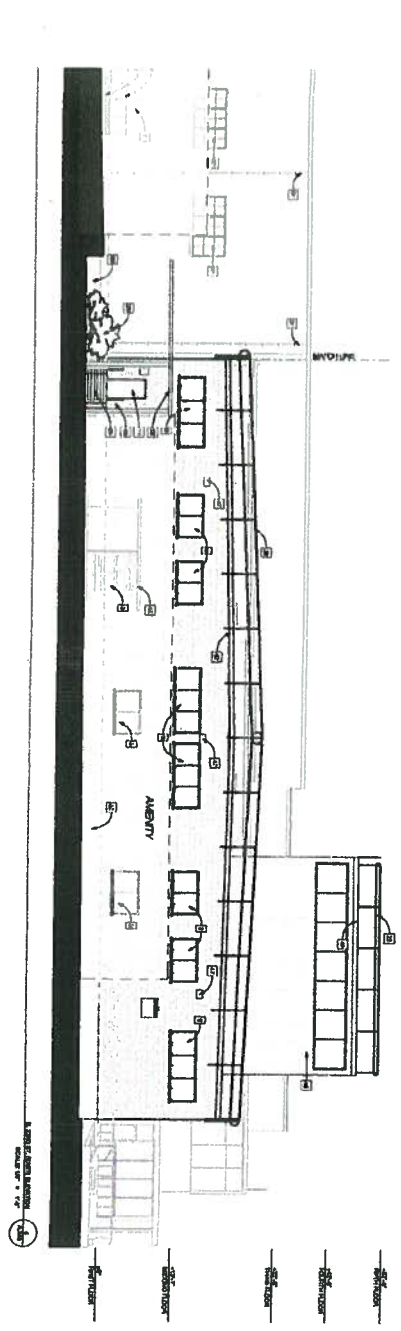
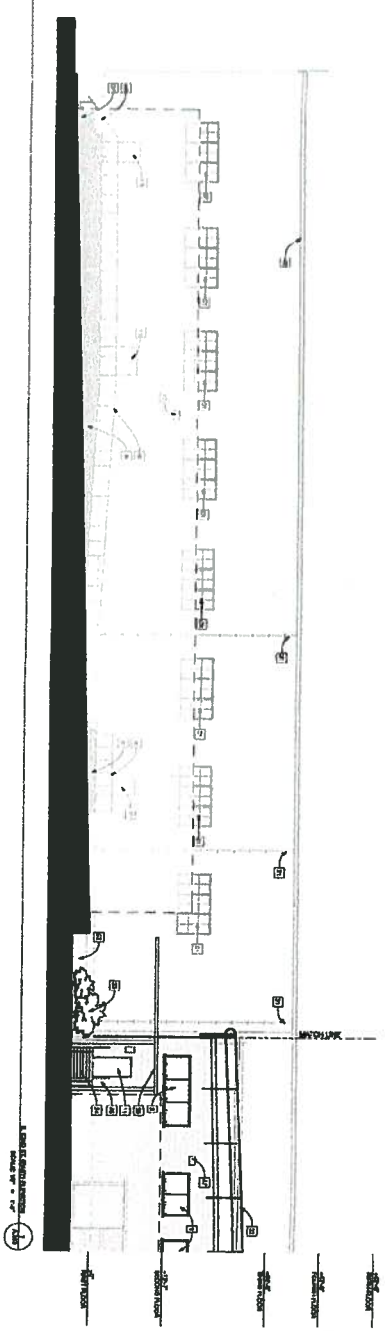
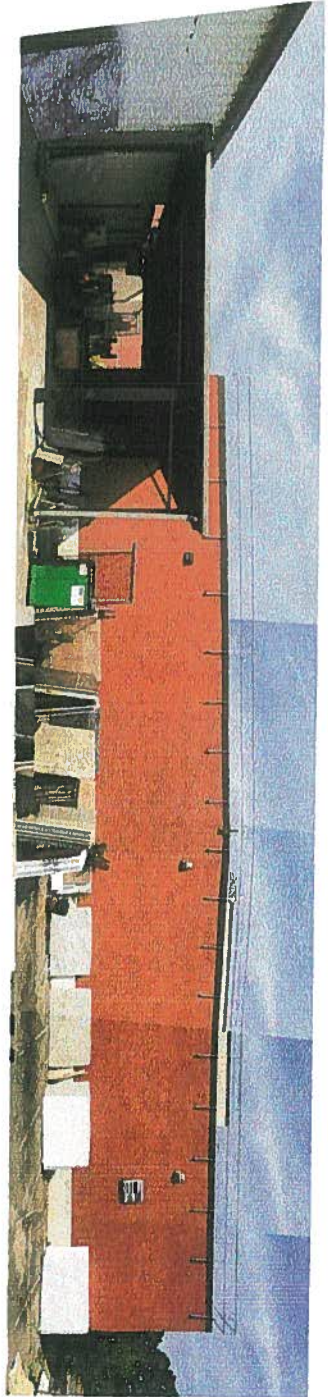


CARITAS CENTER
 2119 STOCKTON STREET
 RICHMOND, VA

REVISION	DATE

walker parks
 ARCHITECT
 2134 LIVING STREET
 RICHMOND, VIRGINIA 23220
 PROJECT # 1436
 DATE: 11/16/16

SOUTH ELEVATION
A.302

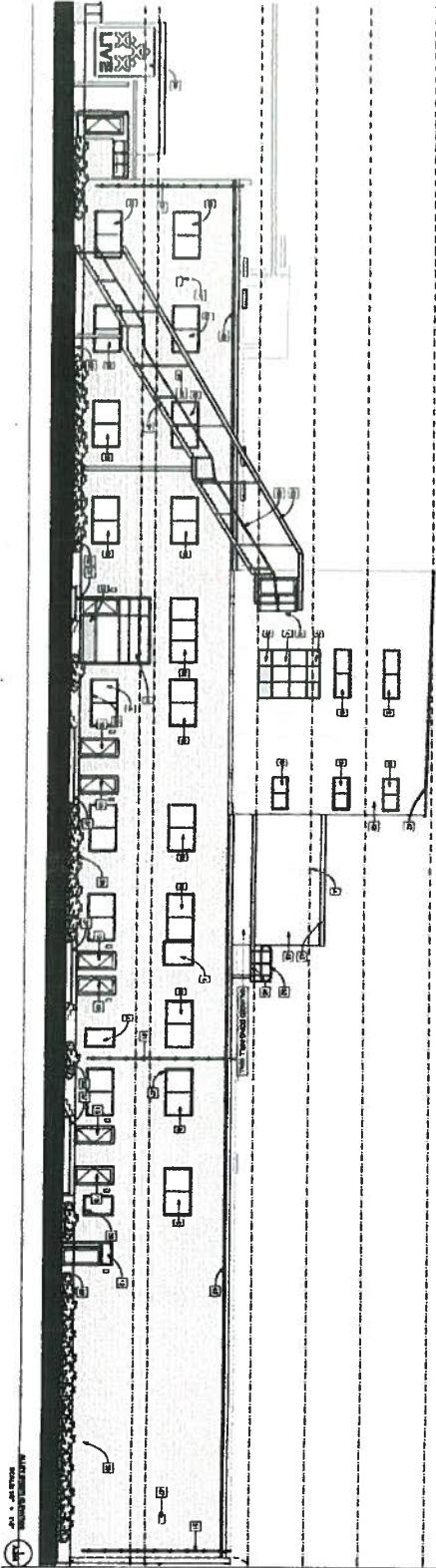


CARITAS CENTER
 2119 STOCKTON STREET
 RICHMOND, VA

REVISIONS	TAJL DATE

Walker Parks
ARCHITECT
 2119 N. ADAMS STREET
 RICHMOND, VA 23220
 (804) 781-1111 / (804) 781-1112
 PROJECT: K-1133
 DATE: 11/19/15

EAST ELEVATION
A.303

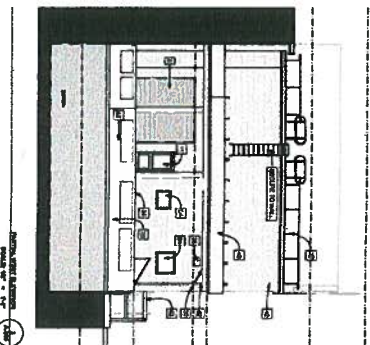
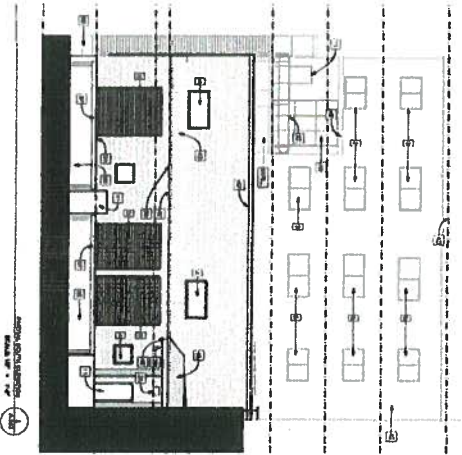
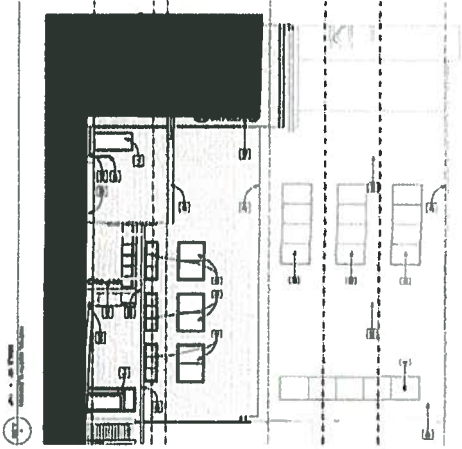


CARITAS CENTER
 2119 STOCKTON STREET
 RICHMOND, VA

REVISIONS	DATE	BY

Walter PARKS
 ARCHITECT
 2114 JAMES STREET
 RICHMOND, VIRGINIA 23220
 PROJECT: R. 1134
 DATE: 11/18/16

WEST ELEVATION
 A.304



CARITAS CENTER
 2119 STOCKTON STREET
 RICHMOND, VA

REVISIONS	NO.	DATE

Walter PARKS
 ARCHITECT
 101 N. JOHNS STREET
 RICHMOND, VIRGINIA 23204
 P: 804.621.7844
 PROJECT # 1438
 DATE: 11/01/14

PARTIAL
 ELEVATIONS
A.305



 **CARITAS**
SOUTH WEST ELEVATION



 **CARITAS**
CARE FOR THE NEEDS OF THE POOR
AND VULNERABLE

NORTH WEST ELEVATION
COURTESY OF CARITAS

 **CARITAS**
CARE FOR THE NEEDS OF THE POOR
AND VULNERABLE



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

Project Name: CARITAS Center Date: 8/29/2016

Property Address: 2220 Stockton Street Tax Map #: S0000403015

Fee: \$2,400.00 Total area of affected site in acres: 5.13
(See page 3 for fee schedule, please make check payable to the "City of Richmond")

Zoning

Current Zoning: M-1

Existing Use: Vacant Industrial

Is this property subject to any previous land use cases?

Yes No

If Yes, please list the Ordinance Number:

Proposed Use

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

Multi-family apartment and social service uses

Applicant/Contact Person: T. Preston Lloyd, Jr.

Company: Williams Mullen

Mailing Address: 200 South 10th Street, Suite 1600

City: Richmond State: VA Zip Code: 23219

Telephone: (804) 420-6615 Fax: ()

Email: plloyd@williamsmullen.com

Property Owner: BL Plant, LLC

If Business Entity, name and title of authorized signee: Louis Salomonsky, Manager

(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: c/o Historic Housing LLC, 1553 East Main Street

City: Richmond State: VA Zip Code: 23219

Telephone: (804) 237-8247 Fax: ()

Email: HLSalomonsky@swa-co.com

Property Owner Signature: [Signature]

Acting under Special Land Use POA

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)

WILLIAMS MULLEN

Direct Dial: 804.420.6615
plloyd@williamsmullen.com

August 28, 2016

VIA EMAIL AND HAND DELIVERY

City of Richmond Department of Planning and Development Review
City Hall, 900 East Broad Street, Room 511
Richmond, Virginia 23219
Attn: Ms. Lory Markham

Re: Special Use Permit Application for "CARITAS Center", 2220 Stockton Street (S0000403015)

Ladies and Gentlemen:

This firm is counsel to CARITAS Center, LLC (the "Applicant"), which is the contract purchaser of approximately 5.13 acres located in the City of Richmond, Virginia (the "Property"), being presently owned by BL Plant, LLC. On behalf of the Applicant, we enclose an application to permit the special use of the Property as described herein, together with the materials listed below on Exhibit A, which are incorporated herein by reference (collectively, the "Application"). This letter will also serve as the Applicant's Report.

I. EXISTING CONDITION & PROPOSED USE

The Application proposes the adaptive reuse use of a vacant 120,000 sq. ft. warehouse building in South Richmond, being presently zoned M-1, for the following integrated uses, all as shown on the enclosed Floor Plans:

- **The Women's Healing Place:** an in-residence peer-based substance abuse recovery program for women, comprised of no greater than 200 total beds (exclusive of multifamily units described below), and to be operated by CARITAS, an existing 501(c)(3) organization based in the City of Richmond, of which approximately twelve (12) beds will be operated as part of the CARITAS program known as a "Sobering Up Center", together with accompanying medical and social services;
- **Furniture Bank:** approximately 52,000 sq. ft. to be used for the collection, cleaning, repair, storage, distribution and retail sale of furniture and essential household goods, which is to be operated by CARITAS in connection with program participants from the Women's Healing Place;
- **Rental housing units:** no greater than fifty-two (52) multifamily dwellings units, of which approximately thirty-four (34) will be utilized by Women's Healing Place program graduates (not to be included in the program beds cited above) and the balance will be available for lease by the general public as affordable housing;

- **Offices and Programmatic Space:** approximately 25,000 sq. ft. of general office and programmatic space to be occupied by CARITAS for administration offices and the CARITAS Works program (described below);
- **Commercial:** approximately 8,200 sq. ft. to be leased to non-profit tenant(s);
- **Laundromat:** approximately 800 sq. ft. to be operated as a self-service laundry with equipment available to residents, program participants, and the general public; and
- **Emergency Shelter:** an emergency shelter facility and related services for homeless women, comprised of no greater than forty-two (42) beds, and operated daily by CARITAS.

II. CARITAS: Richmond's Proven and Trusted Leader in Providing Effective Services for the Homeless

Founded in Richmond in 1988, the organization now known as CARITAS is metro Richmond's largest homeless services organization, serving nearly 5,000 unduplicated clients annually through its four flagship programs with the help of approximately 18,000 volunteers. The programs administered by CARITAS have evolved and grown to fill gaps in the network of services provided to the chronically homeless and medically vulnerable in our community. This includes the following integrated programs, further operational details of which are available upon request:

1. **Emergency Shelter:** CARITAS operates the largest and most inclusive emergency shelter in Central Virginia, providing food, shelter and a pathway back to self-sufficiency.
2. **The Healing Place (THP):** CARITAS operates this long-term recovery program for addicted men. This nationally recognized model has proven successful in Richmond, where 70% of program graduates remain sober one year after completing the program.
3. **Furniture Bank:** CARITAS operates the only such facility in Central Virginia, which serves more than 800 families annually. Donated furniture and household goods are sorted, cleaned, repaired, and distributed free of charge to individuals and families who are re-establishing housing through its partners, of which the City of Richmond is the largest. Equipped with basic household goods, these families can dedicate their resources to breaking the cycle of homelessness and poverty. When appropriate, surplus, large or non-essential items are sold online or through a retail storefront known as the Gathered Goods Marketplace to help contribute funds to the CARITAS family of programs.
4. **WORKS:** CARITAS operates this 5-week intensive job-readiness program that prepares men with significant barriers to employment to rejoin the workforce so that they can live independently and thrive in the community. Establishment of the CARITAS Center will permit the expansion of this highly successful program to women.

In connection with administering its programs, CARITAS owns or leases the following properties, all of which are located in the City:

- 1532 High Street (approx. 6,300 sq. ft.): comprised of CARITAS Administrative Offices, CARITAS day shelter for families, and case management offices for social services, operated by Special Use Permit issued pursuant to Ord. No. 2005-21-24, approved by City Council on March 29, 2005.
- 1125 Commerce Road (approx. 80,000 sq. ft.): comprised of CARITAS Furniture Bank, Gathered Goods Marketplace, Works Program classrooms, dress clothing closet, and 5,000 sq. ft. of space subleased to Homeward, Central Virginia's coordinating body for homeless services.
- 700 Dinwiddie Avenue (approx. 23,000 sq. ft.): comprised of The Healing Place, with up to 178 men in-residence, which includes an up-to 30-bed Emergency Shelter, operated by Special Use Permit issued pursuant to Ord. No. 2003-323-282, approved by City Council on October 13, 2003.
- 15 units of housing within two (2) miles of The Healing Place for men who are transitioning out of or are alumni of The Healing Place.

III. From Successes Have Come Challenges: Growing Capacity While Enhancing Effectiveness

The programs offered by CARITAS have demonstrated their effectiveness in reducing homelessness, which beyond its moral implications relieves a tremendous financial burden otherwise borne by the community. As a result of this success, the organization faces two challenges.

First, the community's need for these programs outpaces the organization's current physical capacity. CARITAS now has the opportunity to replicate The Healing Place concept in order to serve women. Virginia is in the midst of an opiate epidemic.¹ A feasibility study conducted in May of 2009 determined that more than 200 women within the Richmond area homeless services system are in need of addition recovery services annually. The only local option for this population is the Richmond Behavioral Health Authority, which has a 2-3 month waiting period. As a result, CARITAS sends five to ten women a month to similar recovery programs in Kentucky and Raleigh, NC. Because the program works best in a single-sex environment, creating this program requires additional space that is not collocated with the existing facilities that are already at capacity. Offering a permanent location with medical and housing-focused case-management staff embedded within the facility offers considerable benefit to clients in a crisis.

Second, if the organization grows, doing so through increased decentralization will increase costs for transportation and management, thus diverting precious resources from supporting the programs themselves, while decreasing the effectiveness of the related services that benefit from physical proximity. By consolidating these various programmatic functions under one roof, CARITAS proposes to enhance the cost and operational effectiveness of all of its programs, which interrelate in providing services to the chronically homeless and medically vulnerable population. For example, the various separate physical locations of (i) a Shelter, (ii) The Healing Place, (iii) Furniture Bank/Gathered Goods Marketplace, and (iv) THP alumni housing present significant challenges to the organization's effective oversight and management of these inter-related and often interdependent programs.

¹ For the first time in Virginia's history, deaths from overdoses were higher than vehicle fatalities in 2015.

CARITAS desires to ensure that upon graduation from The Healing Place program, participants will enter safe and stable housing with the tools they need to remain productive, contributing members of our community. By owning multifamily units which can be occupied by program graduates in immediate proximity to the programmatic space, CARITAS will enhance the effectiveness of its addiction recovery program. From an administrative perspective, consolidation of programs into space owned by the organization mitigates the current risk imposed because several properties are leased rather than owned. Leasing reduces the incentive for significant capital investment in facilities by the organization and increases the risk that programs may have to be relocated or even discontinued upon the conclusion of the lease term. Finally, the proposed project offers the capacity for CARITAS to generate income to partially support its programs through ancillary services, such as the laundry facility, leasing of office and/or commercial space and the non-programmatic affordable housing units.

CARITAS has determined that it can meet these dual challenges by owning and operating the Property in the manner outlined above. Doing so will facilitate growth in an efficient and cost effective manner, while providing adequate incentive for the organization to continue to invest in quality housing and services for its clients.

IV. CARITAS Has a Proven Track Record of Mitigating Impacts on the Surrounding Community

At the time that City Council first considered issuing an SUP for The Healing Place in 2003, the concept was unproven in Richmond. Following over a decade of operations at its Dinwiddie Avenue and High Street locations, The Healing Place and emergency shelters have demonstrated their compatibility with the surrounding neighborhood and have been warmly embraced by the Richmond community. CARITAS is committed to continuing to operate these programs with the same commitment to safe, quality management and consideration for the surrounding community, the success of which is fundamental to the organization's continuing ability to support its programs. In addition, CARITAS offers the following specific examples of policies and procedures to protect the health, safety and welfare of the communities in the vicinity of the Property.

A. Hours of Operation

Emergency Shelter: the hours of occupancy will be between 3:30 p.m. and 7:30 a.m., or as otherwise may be approved by the Director of Planning.

Furniture Bank: in order to mitigate noise to residents, deliveries by trucks will not be accepted during the hours of 8pm to 7:30am, Monday-Sunday.

B. Staff

During operation, the Emergency Shelter will have no fewer than two (2) trained, professional staff. All professional staff are subject to background checks and, in the case of the Sobering Up Center, are subject to regulation by the Commonwealth.

C. Safety

The Healing Place and the Emergency Shelter require participants to agree to adhere to certain specified rules, which are enforced by staff and, in the case of THP, additionally by other program participants in order to foster a community of accountability and mutual support. The current rules for the Emergency Shelter, which are enclosed with this Application for informational purposes, include

dischargeable offences for which there is a zero tolerance policy, such as violence, threats and theft. In addition, the various programs will be self-contained within a single building with controlled access, limiting public access to sensitive programmatic areas. This provides greater security for the residents and program participants.

D. Parking, Transportation & Access

No fewer than 141 parking spaces shall be provided on site. This meets the requirements of the off-street parking regulations set forth in the City Code, as more particularly detailed on the exhibit entitled "Site Plan", being Sheet A.100 of the Concept Plan. In addition, The Healing Place program participants are not permitted to have vehicles, thus lessening the number of cars that will require parking on-site.

Access will be only via the points shown on the enclosed Concept Plan and will not connect with the street grid of the residential neighborhood located to the West of the Property. The present wall or a fence shall be maintained along the western boundary of the Property and the adjacent residential properties and public rights of way.

Public transportation via GRTC is available to/from the Property via Route 72/73.

V. FINDINGS OF FACT

Based on the foregoing, the proposed use on the Property meets the criteria set forth in the Charter of the City of Richmond that the Application (i) is not detrimental to the safety, health, morals and general welfare of the community involved; (ii) will not tend to create congestion in streets, roads, alleys and other public ways and places in the area involved; (iii) will not create hazards from fire, panic or other dangers; (iv) will not tend to cause overcrowding of land and an undue concentration of population; (v) will not 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) will not interfere with adequate light and air.

The Applicant notes that the renovation and development of the Property will be funded in part by historic tax credits, which are subject to the requirements of the Department of the Interior/National Park Service and the Virginia Department of Historic Resources, as addressed by the Resolution of the Planning Commission of the City adopted June 4, 2012. Specifically, six (6) of the proposed fifty-two (52) dwelling units do not contain windows that penetrate an exterior wall of the building but rather rely on other sources of natural light (the "Light Challenged Units"). However, the proposed floorplan reflects the minimum number of Light Challenged Units as is necessary to promote the preservation of the historic building. Eliminating the Light Challenged Units from the design is not feasible, as doing so would present an insufficient number of units for The Healing Place alumni to reside at the facility, thus potentially requiring the leasing of additional off-site apartments, which CARITAS desires to avoid for the operational reasons stated above. Furthermore, reducing the number of rental units would jeopardize the financial viability of the non-profit's purchase and occupancy of the Property. As a non-profit organization, CARITAS is not developing the property with the same incentives utilized by a for-profit real estate developer, who must provide investors with a minimum rate of return, but rather has modeled the cost and revenue projections on the basis of ensuring the long-term financial viability of

the organization in meeting its mission. Finally, all of the proposed Light Challenged Units are 1-bedroom configuration, with an average floor area of nine hundred (900) square feet. The project proposes eleven (11) 1-bedroom units with windows, of which the average floor area is approximately six hundred (600) square feet. The average floor area of the Light Challenged Units is approximately equivalent to the average floor area of the 2-bedroom units proposed within the building. Accordingly, the use of the Property as proposed by the Application meets the standard set forth in the Planning Commission windowless dwelling unit resolution.

IV. SUMMARY

The proposed use of the Property offers a rare opportunity to revitalize a vacant and blighted industrial property in a transitional area, while providing a hub of positive activity and vital community resource (i.e. Furniture Bank, Gathered Goods Marketplace, access to meals, emergency shelter, jobs training program, laundromat). Further, the proposed use will create much needed affordable housing and new opportunities for employment. CARITAS has been a trusted partner with the City in addressing some of the most intractable manifestations of poverty and substance abuse in this community. The Applicant has discussed this proposal with the elected Council representative from this district in order to coordinate outreach to nearby residents. The Applicant is committed to working with property owners in the vicinity of the Property to address any questions or concerns that they may have.

Thank you for your consideration of this matter. Please feel free to contact the undersigned at 804.420.6615 or plloyd@williamsmullen.com, should you have any questions or require additional materials.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Preston Lloyd, Jr.", written in a cursive style.

T. Preston Lloyd, Jr.

Enclosures

cc: Karen Stanley, CEO, CARITAS
Louis Salomonsky, Historic Housing LLC
Mark A. Olinger, Director of Planning and Development Review for the City of Richmond

EXHIBIT A
APPLICATION MATERIALS

In connection with the proposed Special Use Permit Application for 2220 Stockton Street (Tax Map No. S0000403015), the following application materials are enclosed:

1. Special Use Permit Application form;
2. Survey of present conditions, prepared by The Orin Group, LLC, dated July 31, 2008, as last revised December 4, 2008 (3 x 11" x 17" sets);
3. Land Use Special Power of Attorney from BL Plant, LLC;
4. Conceptual architectural elevations and floor plans prepared by Walter Parks Architects, labeled sheets A.100 ("Parking Exhibit"), A.201.1, A201.2, A.201.3, A.202.1, A.202.2, A.202.3, A.203.1, A3.01-05, North West Elevation and South West Elevation (6 x full-size sets and 3 x 11" x 17" sets) (collectively, the "Conceptual Plan"); and
5. Overnight Rules; and
6. Check made out to City of Richmond in the amount of \$2,400.00.

WILLIAMS MULLEN

Direct Dial: 804.420.6615
plloyd@williamsmullen.com

November 7, 2016

City of Richmond
Department of Planning
& Development Review
900 E. Broad Street, Suite 511
Richmond, VA 23219
Attn: Lory Markham

Re. CARITAS Center LLC | SUP Application for 2220 Stockton St.
Applicant's Response to Comments from City Staff

Dear Ms. Markham:

We write in response to your letter dated October 12, 2016, providing comments to the captioned application for special use permit. The following responses are numbered consistent with the matters addressed in the letter.

LAND USE ADMINISTRATION

1. Management Program.

- a. In connection with the request for details concerning the proposed management entity, CARITAS, we enclose the following:
 - i. Values statement for CARITAS;
 - ii. FY2015 Annual Report for CARITAS;
 - iii. Current Organizational Chart for CARITAS;
 - iv. Current roster of Board of Directors for CARITAS;
 - v. Bylaws for CARITAS;
- b. Description of on-site programs for The Healing Place: See attached Exhibit A (Program Description).
- c. Description of off-site programs for The Healing Place: See attached Exhibit A (Program Description).
- d. Operational Details: See attached Exhibit B (Operational Description).
- e. Operational details for on-site programs including:
 - i. Hours of operation: The Women's Healing Place will be open 24 hours a day, year-round. The remainder of the building will operate under normal business hours Monday - Friday with the Furniture Bank opening no more than 2 Saturdays per month for volunteer opportunities.
 - ii. The Women's Healing Place will have about 4 full-time staff that will work a normal Monday-Friday work week and significantly more hourly staff to man the 24-hour Sobering Up Center and the Overnight Shelter. Qualifications will vary depending on position to include a certified substance abuse counselor, a nurse overseeing the Sobering Up Center and several trained professional case managers working with the clients in the Overnight Shelter.

- iii. There will be two types of supervision at The Healing Place: full or part-time staff and peer mentors. The model of The Healing Place calls for peer accountability and peer role modelling which is a major tenant in the program. Peer mentors are graduates of the program who live on property and act as "assistant staff." They work with clients coming behind them in the program and have a supervisory role within the facility.
 - iv. When a client decides that they want to live a sober life and commits to beginning the program of The Healing Place, she will go through a thorough orientation which includes signing a contract and paperwork that includes the rules and guidelines of the program.
 - v. Clients are expected to follow the rules and guidelines that they agreed to. If a client does not follow the rules, one of two things may happen. The issue may be brought before the "Community" process which occurs Monday, Wednesday or Friday at 9AM where issues and concerns are addressed by their peers, facilitated by the Program Director and consequences for the client's behavior action are determined. If the behavior is egregious, a clinical decision may be made by the Program Director and therefore, would not be addressed in the community process.
 - vi. See v above.
 - vii. See v above.
 - viii. Security is performed by clients in The Healing Place as one of the "jobs." Security 1 will be posted at the client entrance of the building and Security 2 will be at another designated area in the building. These two positions can communicate with walkie-talkies and make regular rounds both inside and outside of the building. Two additional two-way radios are on the same signal and are located in the Sobering Up Center and in the Workroom where the Peer Mentors are stationed.
 - ix. Karen J. Stanley, CEO, will be the main contact person in case of emergency. Direct line is (804) 887-1577 or email is kstanley@caritasva.org.
- f. Annual Budget: See attached.

2. Private Incarceration Domiciliary Facility.

The Sheriff's Office of Chesterfield County desires to refer non-violent offenders with an underlying addiction issue to The Healing Place to obtain help in lieu of a conventional correctional facility where their illness will not be treated. Accordingly, the Applicant proposes that the SUP Ordinance permit the following: For so long as The Healing Place operates at the Property, the Property may be used as a Private Incarceration Domiciliary Facility, as defined in the Code, for not greater than ten (10) persons at any given time, provided that all such persons must be actively enrolled in the residential recovery program and monitored with an ankle bracelet.

3. Social Service Delivery Use.

Social Service Delivery use shall be permitted to allow all alumnae of the program who are not currently in-residence to receive treatment and other services, as more particularly described in the Program Description attached as Exhibit A (see "After Care").

4. Confirm definitions of units and beds.

- a. Dwelling Units. The Applicant proposes up to 40 dwelling units, as substantially shown and labeled on the Plans. The Applicant further proposes that any such dwelling unit may be converted to use as a group home operated by CARITAS (a "Transition Unit", see item 4(b)(iii) below), provided that any dwelling unit used as a group home shall contain not greater than 3 persons per unit (except in the 3-bedroom unit which may house five people).
- b. Group Home. In addition to the foregoing, the Applicant proposes not greater than twelve (12) units that may only be used only as group home units, which will be located on the second floor of The Healing Place as substantially shown and labeled on the Plans. These units shall contain no greater than the following number of beds:
 - i. 4 x Peer Mentor Units, each comprised of not greater than 4 beds,
 - ii. 1 x Peer Mentor Unit, comprised of not greater than 2 beds; and
 - iii. 7 x Transition Units, each comprised of not greater than 3 beds.
- c. Shelter. In addition to the foregoing, the Applicant proposes rooms for shelter use, which will be located in the building as substantially shown and labeled on the Plans, as follows:
 - i. On the first floor of The Healing Place, shelter use shall be permitted in the following: (A) one room for the emergency shelter operated by CARITAS, which shall contain not greater than not greater than 42 beds; (B) one room for the sobering up center operated by The Healing Place, which shall contain not greater than 12 beds, (C) two rooms for the "Off The Street (OTS)" phases of The Healing Place program, which together shall contain not greater than 36 beds; and (D) six rooms for the "Phase" phase of The Healing Place Program, which collectively shall contain not greater than 40 beds.
 - ii. On the second floor of The Healing Place, shelter use shall be limited to a single room (the "Works Staging Room") comprised of not greater than 8 beds.

5. See item 4(b) above.

6. See item 4(c) above.

7. See revised plans, enclosed.

8. We no longer desire to pursue this condition as a component of the Ordinance.

9. See revised plans, enclosed.

Comments to Plans:

- Site Plan (A.100):
 - Accessible sidewalk added in locations surrounding building where space allows.

- Emergency vehicle turn radius to be shown on final civil plans at time of building permit review.
- First Floor (A.201.1-3)
 - Direct connection from building to parking lot located immediately adjacent to 22nd Street is presently available through existing southeast entrance beneath canopy. This allows direct access from Emergency Shelter and The Healing Place to green-space area located along eastern side of building.
 - Proposed relocation of courtyard within The Healing Place portion of building not feasible due to present condition/location of light shaft within 3-story portion of structure.
 - Proposed relocation of restroom facilities adjacent to north entrance to The Healing Place not feasible due to present location of water/sewer hookups and inability to lower windows to eye level due to NPS regulations.
- Second Floor (A.202.1-3)
 - Common areas not added within corridors adjacent to dwelling units due to inconsistency with programmatic requirements of The Healing Place.
 - Proposed relocation of courtyard within The Healing Place portion of building not feasible due to present condition/location of light shaft within 3-story portion of structure.

PUBLIC WORKS

1. *Dedication of Everett Street and Stockton Street to public use.* Following careful review and consideration, the Applicant is unable to comply with this request. The dedication of portions of right of way to public use within a matter of feet from the existing structure is not feasible for several reasons, including the following:
 - a. Doing so would eliminate substantial portions of parking required for the proposed use.
 - b. As further described in the Operational Description (Exhibit B), the programmatic aspects of the proposed use require careful control of what individuals may enter the Property and at what times. The dedication of public right of way in close proximity to the use will eliminate this required aspect of control, thus creating an unacceptable adverse impact on the security of the site.
2. New curb, gutter, sidewalk, ADA facilities and facility entrances will meet applicable standards, as will be confirmed at time of construction plan review.
3. Parking along public right-of-way of Stockton Street.
4. Dumpsters relocated, as shown on revised plans, enclosed.
5. Noted.
6. Noted.

WATER RESOURCE

No comments.

PUBLIC UTILITIES.

No comments. Other issues to be addressed at time of construction plan review.

November 7, 2016
Page 5

FIRE & EMERGENCY SERVICES.

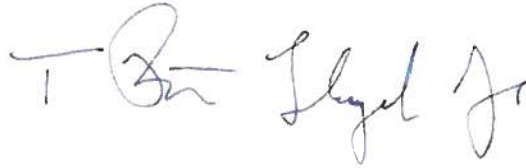
No comments. Other issues to be addressed at time of construction plan review.

BUILDING PERMITS & INSPECTIONS.

1. Noted.
2. Noted.
3. Revised plans enclosed.

Thank you for your ongoing assistance with the proposal and please contact the undersigned with any questions.

Very truly yours,

A handwritten signature in blue ink, appearing to read "T. Preston Lloyd, Jr.", written in a cursive style.

T. Preston Lloyd, Jr.
On behalf of the Applicant

cc. Karen Stanley, CARITAS
H. Louis Salomonsky

32231023_1.docx

EXHIBIT A

Program Description For The Healing Place

The Healing Place is a program based on peer counselling, peer accountability and peer role modelling. Programs include a Sobering Up Center (previously referred to as a social detoxification unit by the Commonwealth), an overnight shelter, a long-term residential recovery program and a free clinic. The primary program is the Residential Recovery Program, and the majority of beds (78 beds) will be designated for this purpose. The other programs serve as an outreach to those who would benefit most from the services provided by The Healing Place.

Sobering Up Center

The sobering up center will offer a safe and secure place for someone to “sober up” from alcohol and some drugs. It is a non-medical facility and cannot be utilized when medical supervision is necessary. However, for the vast majority of alcoholics and drug addicts it represents an alternative to more costly options.

The Healing Place for men has a great partnership with local hospitals who have been pleased with this resource because it alleviates some of the pressure on their emergency room, and it costs much less than an overnight stay in the hospital. It is also the primary source for entrants into the recovery program, in that sense, represents our outreach effort. Plans are to have a capacity for 12 beds surrounding a nurse’s station.

Overnight Shelter

The overnight shelter is also an outreach effort, yet will be an integral part of our existing shelter system. The reason for providing this program in conjunction with the recovery program and within the same setting is so that the active alcoholic or addict has an opportunity to come into contact with some of his peers who are now in recovery. Plans are for 42 beds in the overnight shelter.

Long-Term Residential Recovery

The residential recovery program is defined as a social model recovery program within a shelter setting. It is divided into three phases; Off-the-Street (OTS), Recovery, and Transition. Clients must successfully complete each phase in order to complete the program. There are very visible differences that clients are able to see as they progress through the program which requires a very specific layout of the facility.

- 1. *Off-the-Street (OTS)*** - The first phase is also sometimes called the “motivational phase”, and lasts 4-8 weeks. In order to begin this first phase of the program, they must sign a contract that states they are willing to work a program of recovery. This is in exchange for the services provided to them. They will be required to attend classes three times a day as well as AA and NA meetings, and they are required to abide by the rules of the

community. Those who demonstrate sufficient willingness and desire will move on to the Recovery phase upon completion.

2. **Recovery** - Recovery which is also called "Phase," is the main educational part of the program. Clients begin to work closely with the staff and peer mentors (clients in the transitional part of the program) to complete a curriculum called Recovery Dynamics. Recovery Dynamics is based on the 12-Step program outlined in Alcoholics Anonymous. Toward the later portion of this phase of recovery, peer mentors begin teaching classes from Recovery Dynamics to those just entering "Phase". Clients will continue to attend three classes a day and they will now begin volunteering part of their time toward the daily maintenance of the building and the community. Jobs are assigned in the kitchen, laundry, maintenance, or security, and those in this phase are required to attend Community meetings three times a week. Community meetings are an important element in the recovery phase because they give participants an opportunity to address personal issues and problems, and resolve conflicts that might come up in the community in these meetings. Every participant is required to attend, and to vote on issues discussed. By giving clients the authority and responsibility for self-governance, they become engaged members of a community in which they begin to identify. This is critical to the process which leads to achieving a sober life style and returning to the larger community. Completion of this phase takes 3 to 6 months.
3. **Works** – At the end of "Phase," a group of clients move to a specified room and begins the 5-week intensive job-readiness program called "Works." This program builds confidence and character by honing soft skills and providing the necessary tools to obtain and maintain employment. Elements of the program include: 25 hours of computer skills, Myers-Briggs testing and evaluation, the development of an elevator speech, personal statement and resume, phone interview training, and the finale of mock interview day. Interview appropriate attire is given to each client and dress clothes are worn each day to class. Ninety percent of the men that have been through Works find employment in less than 30 days and we feel confident that the women will be just as successful. Clients are followed and supported for two years after completion of the program.

Transition

Upon completion of the recovery phase, the client will enter into "transition" during which time, she will find full time employment but continue to live on-site and pay weekly rent. Clients are required to save some of their earnings to help pay for a down-payment on their own apartment and, after a minimum of 90 days, are eligible to become alumnae. At this point in their journey, the client is required to develop a plan of action for her departure that includes the description of a support network for maintaining long-term sobriety.

After Care: The primary focus of The Healing Place program is development of a personal program for long-term sobriety. Therefore, after-care is an important element. Clients are encouraged to remain close to The Healing Place community and to attend weekly meetings

provided for graduates of the program. Graduates also have access to the medical clinic if they are uninsured and the Career Development Manager of Works is always available if needed. To be eligible to receive these services graduates must remain clean and sober and they must attend one meeting a week at The Healing Place.

The philosophy and the principles on which this program is based are the same principles outlined in the book of Alcoholics Anonymous. In short, it is a non-traditional program of recovery that is based on the principle of empowerment and personal responsibility. Sobriety is the primary focus throughout the program, and sobriety is ultimately the responsibility of the individual. The focus is on changing one's habits and developing new habits that will allow the client to become self-sufficient and economically stable. The relationship between the individual and the community enables this change to take place.

V. Collaboration – Other Program Support

- 1. Medical Support.** The Healing Place partners with many providers in the Richmond community. The Daily Planet acts as our primary care provider for the men's facility and plan on doing so for the women as well. They provide weekly on-site visits by a nurse practitioner for sick and well care, do all Tb testing and provide necessary referrals for specialists. Clinicians run a weekly co-occurring mental health group. Men are assisted each Friday with dental care off-site at their Grace Street facility. In the fall, the Health Department comes on-site to give staff and clients flu shots. Referrals are made to the Richmond Behavioral Health Authority for mental health services and Fan Free Clinic does HIV testing and education. The VCU Wellness Center offers smoking cessation classes on a quarterly basis.
- 2. Existing Social Service Agencies.** The current homeless services system will be intricately involved with The Healing Place for Women as it is with CARITAS and The Healing Place for Men. Additional services from organizations such as the YWCA may be included for women who have been domestic violence victims.
- 3. Off Site Classroom.** As part of the motivation phase of the program, clients will be required to attend two classes held during the day, Monday through Friday, at a location off site from The Healing Place. Clients will be required to walk to and from the location for the 8 weeks they are in OTS. The tentative plan is for the men from The Healing Place on Dinwiddie Avenue to walk to The Healing Place for Women and the women to walk to The Healing Place on Dinwiddie Avenue. The reasons for an off-site location are twofold. First, it provides the clients with an opportunity to get exercise, and second, it builds community and demonstrates their willingness to work towards a sober life style.

CARITAS

Why Statement – United by our compassion, we help our most vulnerable neighbors break the cycles of homelessness and addiction to regain their dignity.

Values

- **Innovation:** Mobilizes us to push for solutions that inspire, engage, and energize others while moving goals, people, processes and our mission forward. Innovation creates and fosters an environment where resourcefulness, risk-taking, thoughtful creativity and continual self-reflection fuse to form powerful and transforming results.
- **Integrity:** Calls us to hold ourselves to the highest standards as a model to our clients, peers and community. We are committed to keeping our word in all things and never compromising our values, doing all things for the benefit of our clients, partners and mission.
- **Passion:** Empowers us with a belief in our mission and the energy, enthusiasm and perseverance to carry it out. Passion commits us to sacrifice, to be dedicated and to strive for excellence in everything we do.
- **Honor:** Compels us to interact with and affirm all people with the highest degree of respect. We place immeasurable value on the unique gifts of each human being and the contribution that he or she can make in the world.
- **Servant Leadership:** Leads us to put service before self in all our interactions with each other and with the community that we serve. It fosters shared successes and is preferable to individual gain.
- **Achievement:** Commits us to an unwavering desire to produce extraordinary outcomes. We will clearly measure the results of our work and use them to achieve goals that support our mission and positively impact the community.

2017 CARITAS Board of Directors

President

Dena Frith Moore, Community Volunteer

Vice President

Stevie McFadden Toepke, Flourish Interiors, LLC

Treasurer

Michelle Nelson, The Community Foundation

Secretary

Alexandra (Ali) Bayler, University of Richmond - Spider Management

Bill Biedenharn, Community Volunteer

Matthew Bryant, WorkComp Strategies

Karen Buchanan, U.S. Trust/Bank of America

Earl C. Cox - The Martin Agency

Sheila Freeman, Philip Morris USA

A. Brooks Hock, Williams Mullen

Alison Keller, Capital One

Reba Mendoza, Williams Mullen

Helen "Missy" Ryan, Community Volunteer

H.B. (Tom) Thomson III, Thompson, Siegel & Walmsley, LLC

Dick Upton, UPTON GROUP

D. Eugene Webb Jr., Community Volunteer

Jeffrey Wilt, The Monument Group

Chief Executive Officer

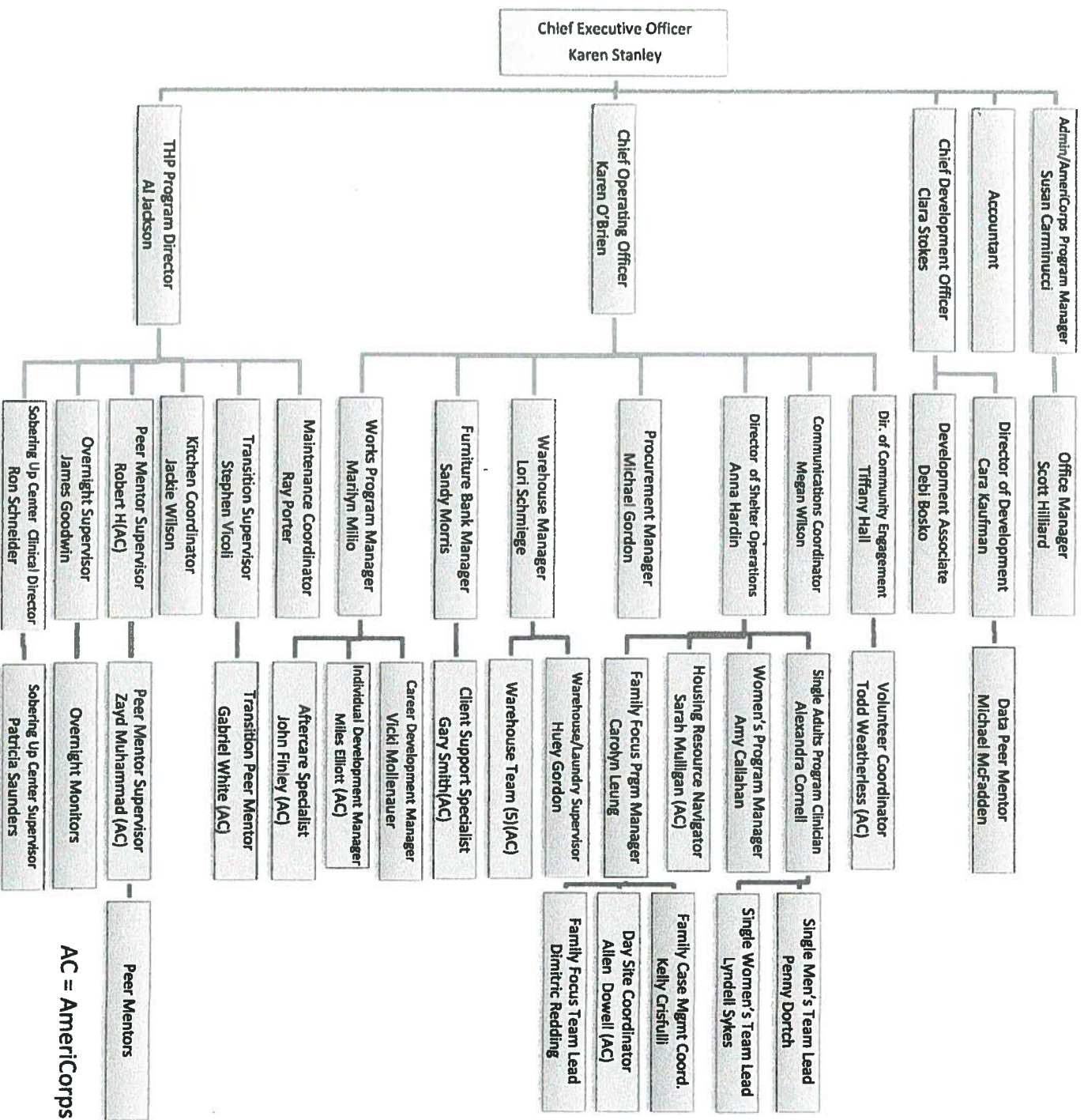
Karen J. Stanley

CARITAS Shelter

CARITAS Furniture Bank

CARITAS Works

The Healing Place



AC = AmeriCorps

**AMENDED AND RESTATED
BY-LAWS OF CARITAS**

Date Adopted: July 1, 2012

ARTICLE I - GENERAL

Section 1. Name

The name of the corporation shall be CARITAS (hereinafter referred as the "Corporation").

Section 2. Office

The principal office of the Corporation shall be located at such place in the Richmond, Virginia metropolitan area as the Board of Directors of the Corporation (the "Board") shall designate.

Section 3. Seal

The Corporate seal shall have inscribed on it the name of the Corporation.

ARTICLE II -- PURPOSE

The Corporation is organized and shall be operated exclusively for the purposes defined in the Articles of Incorporation of the Corporation (the "Articles of Incorporation") and exclusively for charitable and educational purposes as may qualify it for tax exempt status under Section 501(c)(3) of the Internal Revenue Code of 1954, or its successor provisions.

ARTICLE III -- MEMBERSHIP

Section 1. Election of Members

Each member of the Board and any person or congregations thereafter accepted into membership by the Board shall constitute the members of the Corporation ("Members"). Any congregation which desires membership in the Corporation, agrees with the purposes of the Corporation defined in the Articles of Incorporation, and makes or agrees to make an annual contribution of time, resources, or materials to the Corporation, in accordance with such purposes, will be accepted, upon request and application, into the membership of the Corporation by vote of the Board. Members shall have no voting rights.

Section 2. Term of Membership

Membership in the Corporation shall continue as long as the conditions in Article III, Section 1 above are met, except that any Member may resign at any time.

Section 3. Record of Members

The Secretary, or other person designated by the Board, shall keep a record of names of congregations who are accepted as Members.

ARTICLE IV -- DIRECTORS

Section 1. General Powers

The business and affairs of the Corporation shall be managed by the Board and, except as otherwise provided by law, by the Articles of Incorporation or by these By-Laws, all of the powers of the Corporation

shall be vested in the Board. The directors shall not at any time take any action inconsistent with the purposes set forth in the Articles of Incorporation and, specifically, shall take no action prohibited by or to an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, as it now exists or may hereafter be amended.

Section 2. Board of Directors

Number and Quorum: By a majority vote of the Board, the Board may establish, increase or decrease the number of directors; provided, however, that the number thereof shall not be less than 13, nor more than 25, and shall be divided into classes as set forth in the Articles of Incorporation. Any other persons designated by the Board shall be advisory to the Board. A majority of the directors serving at the time of any given meeting shall constitute a quorum for the transaction of business. One seat on the Board shall be reserved for a former homeless person.

Duties: Each director shall support the purposes of the Corporation set forth in the Articles of Incorporation, shall attend regular Board meetings and shall serve on at least one (1) Board committee. Directors who miss more than three (3) meetings in one year or who fail to actively serve on his or her Board committee(s) may be asked to resign from the Board.

Vacancies: Vacancies on the Board or among officers may be filled by a majority vote of the remaining directors.

Meetings: Meetings of the Board shall be held at the discretion of the Board, at a place designated by the President. The Secretary shall give at least twenty-four (24) hours notice by letter or telephone to Board members of all Board meetings provided that any Board member may waive any failure to receive timely notice. Any action of the Board may be taken without a meeting by conference call, unanimous consent, or otherwise as provided under the applicable provisions of the Virginia Code.

Committees: The Corporation shall have one or more committees as the Board deems necessary.

ARTICLE V -- PERSONNEL

Section 1. Officers

Term: The officers of the Corporation shall be an Executive Director, President, Vice-President, Secretary and Treasurer. The officers shall be elected annually by the Board by a majority vote. No two offices may be combined in the same person. Each officer shall serve for one (1) year and may be re-elected. Any officer of the Corporation may be removed with just cause, at any time, by resolution passed by affirmative vote of a majority of the Board.

Duties: The officers shall have such duties as generally pertain to their offices, as well as such powers and duties as from time to time shall be conferred by the Board. The Treasurer shall not be required to handle the routine expenses and bookkeeping of the Corporation.

Section 3. Other Staff

The Board shall authorize staff positions as required. The Executive Director shall supervise the recruiting, hiring, training, evaluate, and discharge of staff members.

ARTICLE VI -- INDEMNIFICATION OF DIRECTORS AND OFFICERS

Each person who is or was a director or officer of the Corporation shall be indemnified by the Corporation against any liability specified in Section 13.1-875, *et seq.*, of the Code of Virginia and upon the terms thereof and incurred by that person in any such capacity or arising out of that person's status as such director or officer and as set forth in the Articles of Incorporation.

ARTICLE VII -- MISCELLANEOUS PROVISIONS

Section 1. Fiscal Year

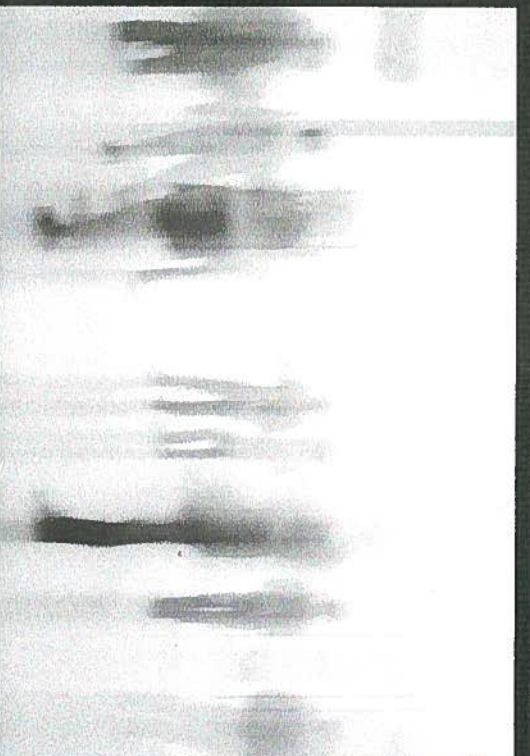
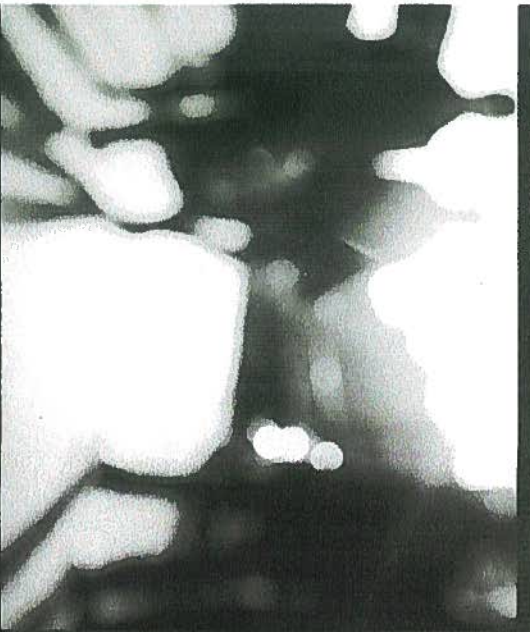
The fiscal year of the Corporation shall be July 1 through June 30 each year.

Section 2. Contracts, Checks, Notes and Drafts

All contracts, checks, notes, drafts and other orders for the payment of money shall be signed by such persons as the Board from time to time may authorize.

Section 3. Amendment of By-Laws

These By-Laws may be amended, altered, or repealed by the Board at any meeting except as otherwise herein provided. Such change will take effect immediately. However, any change to the purposes of the Corporation defined in the Articles of Incorporation shall not take effect unless approved by seventy-five percent (75%) of the Board members actually elected and serving at the time of the proposed change.



KNOW THE FACTS:
Focusing On the Individual

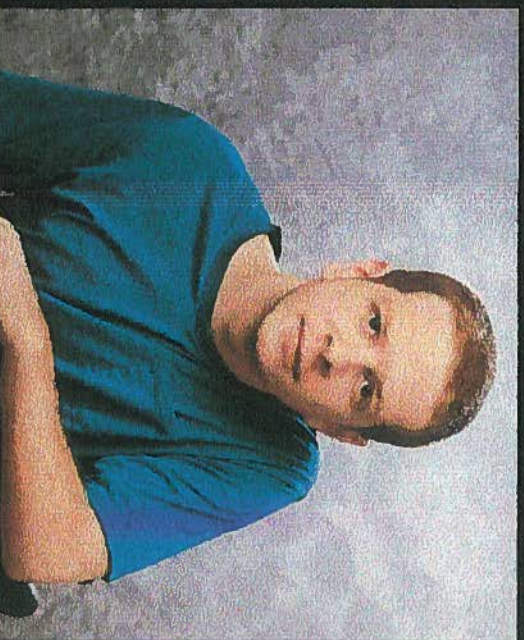


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▶ 28A



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2016 BOARD OF DIRECTORS

- A. Brook Hook, President
- Dena Frish Moore, Vice President
- Matt Bryant, Secretary
- Micahelle Nelson, Treasurer
- Alexandra Bayler
- Karen Buckman
- Earl C. Coa
- Alexandra S. Farnon
- Shelby Freeman
- Patrick Gennard
- Roy Gary Jones
- Reba Mendoza
- Isabel J. Parr
- H. D. Thompson
- Shawn McSpoden People
- D. Eugene Webb, Jr
- Melroy L. Williams

Mission Statement:
 Guided by our compassion,
 we help our most vulnerable
 neighbors break the cycles of
 homelessness and addiction
 to reclaim their dignity.

CARITAS FINANCIALS:

Category	Amount
Income	\$1,058,109
Contributions	\$1,027,043
Investments	\$277,850
Earned Income	\$412,793
Grants	\$343,458
Business	\$183,000
Other	\$159,650
Social Events	\$131,179
Competition	\$128,246

Percentages: Shelter: 23%, Furniture Bank: 17%, Work: 19%, Administration & Fundraising: 15%



In an effort to be good stewards of our resources, please visit our website for a complete list of donors or call the administrative office for more information.

KNOW THE FACTS: Focusing On the Individual

A letter from CARITAS:

At CARITAS, we do more than "rent" the homeless. We are striving to end homelessness one person at a time. From providing the most basic needs such as shelter, food, and furnishings in our Shelter Program and Furniture Bank to the recovery and right of the 12-step peer recovery program delivered at The Healing Place and CHPS Works, Caritas delivers a spectrum of care and meets people where they are so they can go to where they need to be.

In a constantly changing environment, Caritas remains focused on the individual while being on the cutting edge of trends and best practices in order to best meet our clients needs. We are proud to be community leaders in adopting a new coordinated care system that prioritizes those with the greatest vulnerability while focusing available community resources to help resolve their crisis. We are also at the forefront of 8 counties' commitment to the nationwide goal of ending Veteran homelessness by November 2016, housing more than 250 veterans since October 2014, providing them with case management and household furnishings - services they need to achieve stability.

This year we have responded to changes in addiction legislation and our client population. An alarming rise in opiate use in our community has resulted in more than a 30% increase in heroin addiction among the men entering The Healing Place, Schelling LP Center, with more men than ever. Striving to seek recovery and find hope, we have also noticed a disturbing trend: covered prescriptions with stability and challenges for women in our Shelter program, requiring a higher level of case management and more love than ever. From our 150 court-appointed caregivers in legislation that can strangle and direct resources toward rapid rehousing requires a dedicated focus and determination to weave the most hard to place individuals and families -- ones who face significant barriers to stability.

Through our community partners and congregations expanded philanthropic members, dedicated staff and partners like you, we can remain the largest provider of homeless services in Central Virginia and ensure that no one is left behind. The crisis of homelessness and addiction in metro Richmond has a chance, even when they may not believe it themselves. Join us in knowing the facts: focusing on the individual one day at a time, one life at a time.

A. Brook Hook
 Board President

K. Shaw
 Katerin J. Stanley
 CEO



Shelter

KNOW THE FACTS:

2/3

Almost 2/3 of homeless women have experienced intimate partner violence and many have experienced sexual assault.



Most government funding focuses on rapid rehousing, but not everyone will be prioritized for these limited funds.



Last year, CARITAS Shelter provided 37,247 nights of shelter to 961 unique individuals including more than 45 veterans and provided 87% of the beds available to unaccompanied women in Richmond.

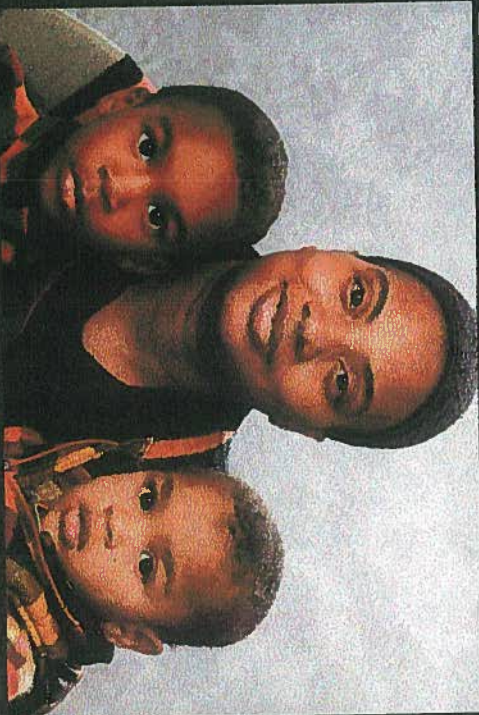
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Focus on the Individual:

Some of our guests need more help than others. Not everyone qualifies for rapid rehousing, where most federal, state and local government funding is aimed today. Some are in critical need of help to overcome significant barriers that stand in the way of finding permanent housing and achieving stability, so we, in turn, have lowered our barriers to shelter. CARITAS Shelter focuses on these most vulnerable individuals and families in our community; those who have fallen through the cracks of other systems. Through a cutting-edge triage system and our **collaboration** with professional case managers, other agencies, communities of faith and volunteers, we are reaching those least likely to succeed on their own. We meet them where they are, so they can find a pathway back to where we know they can be.



4



4

4A

3A

Furniture Bank

KNOW THE FACTS:



Most people eating meals often do not own the essential items needed to cook a meal.



A family dinner table is more than just a place to eat; it brings dignity and a sense of wholeness to a struggling family.

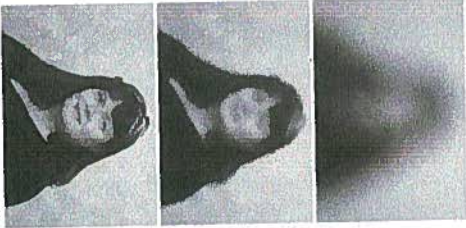


Last year, the Furniture Bank saved 877 local households and kept 199 tons of household items out of the landfill.

3

Focus on the Individual:

The child sleeping on a bare floor. The mother without a kitchen table. The senior citizen with no way to cook a meal. At CARITAS, we know that the crisis of homelessness is not solved with just a key. Each of these individuals has come through our door in desperate need of essential household items to turn an empty apartment into a functioning home. We are the only Furniture Bank in Central Virginia, and the only place that accepts gently used mattresses. We have the only heat treating system for used furnishings in Richmond, ensuring that all mattresses and upholstered furniture are bed-bug free before making their way to our clients' homes. Through donations and the hard work of volunteers who repair furniture, serve as personal shoppers, and organize our inventory, the CARITAS Furniture Bank **restores** more than just furniture; it restores dignity and functioning lives.



4



3

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Works

KNOW THE FACTS:

7x

Former felons are 7 times less likely to commit another crime if they are employed (American Correctional Association)

1/2

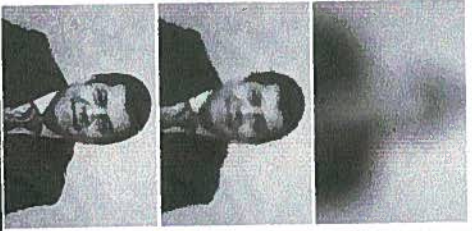
Only about half of convicted felons, many of whom faced drug charges, find employment within a year of release (challenges.org)

80%

80% of CARITAS Works graduates are employed within 90 days of graduation. Since 2011, 320 Works graduates are job-paying citizens.

Focus on the Individual:

Each person has a story. Some involve more struggle and mistakes than others. But at CARITAS Works, we believe everyone deserves a second chance. Our 5-week intensive work readiness program gives our clients the technical and interpersonal skills they need to find permanent, full-time employment. What's more, our clients learn how to be **transparent** about their past and use it to forge a better future. With personal integrity, they are entering the workforce with enthusiasm and confidence, becoming contributing members of our community and renewing ties to their families and friends. This is more than a chance to find a new job - it's the chance to build a new life. CARITAS Works graduated 86 men this year. Sixty-five found full-time, permanent jobs with 41 different employers.



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The Healing Place

KNOW THE FACTS:

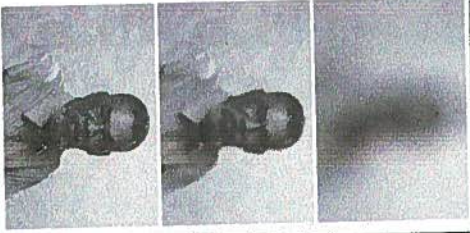
< 2% of federal and state nursing-related to addiction goes toward treatment; most involves medication.

Hospitals will not often people from operators who are not suicidal.

70% of Healing Place alumni are clean and sober 1 year after completing the program.

Focus on the Individual:

He could be your son, your brother, or your friend. Others may see just another addict, but we look into the face others look past and recognize the man behind the addiction. Each man in The Healing Place is given the help he needs for that day, at no cost to him. For some, it's in the sobering Up Center, available 24 hours a day, 365 days a year. For others, the help comes when entering our recovery program at The Healing Place, where through a system of **peer accountability**, men are rebuilding their lives, setting high expectations for themselves and each other, undergoing healing, hope, and transformation. Not everyone makes it through the program, and not everyone gets it the first time. But that's what's so great about The Healing Place...there is always a way back. We never give up on the addict or the alcoholic. We give them the time they need to take it one step at a time, one life at a time. Last year 1,425 men found help and healing at The Healing Place and were provided more than 76,000 nights of shelter and 215,000 meals during their stay.



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STAFF

Administrative Staff

Karen Stanley, Chief Executive Officer
Karen O'Brien, Chief Operating Officer
Clara Stokes, Chief Development Officer
Cara Kaufman, Director of Development
Megan Wilson, Marketing and Communications Manager
Tiffany Hall, Director of Community Engagement
Debra Bosko, Development Assistant
Susan Carmucci, Administration Manager
Scott Hilliard, Payroll and Administrative Assistant
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William Rouse, Facilities Assistant

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Carolyn Leung, Senior Case Manager
Allie Cornell, Single Adult Program Manager
Amy Callahan, Women's Program Manager

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Lisa Eggleston, Team Leader
Lindell Sykes, Team Leader
Victoria Wise, Team Leader
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Huey Gordon, Warehouse & Linen Supervisor
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The Healing Place

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Jacqueline Wilson, Kitchen Supervisor
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Sobering Up Center & Overnight Shelter Staff

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Focus on the Individual:

More than 1,850 individuals, companies and organizations donate financially to CARITAS each year. The life-changing work that happens every day at CARITAS is possible because of you and your support. We are committed to honoring your investments of funds, time, and other resources by making good on our promises to remain innovative, to find and fill the gaps for services in our community, and to focus on helping each individual, one day at a time, one life at a time.

As we move fearlessly ahead into the coming year, we are proud to have you by our side. We hope that you will continue to support CARITAS and our programs. In return, we will work to ensure that every individual has opportunity - even when they may not believe it themselves.



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