



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: 1100 Hollister Ave. Date: 04/18/23  
 Parcel I.D. #: C0090093026 Fee: \_\_\_\_\_  
 Total area of affected site in acres: less than 1

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

**Zoning**

Current Zoning: R4 Residential Single Family

Richmond 300 Land Use Designation: \_\_\_\_\_

**Proposed Use**

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

Existing Use: R4 Residential Single Family - this SUP application refers to the driveway of the home

Is this property subject to any previous land use cases?

Yes  No  If Yes, please list the Ordinance Number: \_\_\_\_\_

**Applicant/Contact Person:** Ann Coble

Company: Richmond Metropolitan Habitat for Humanity  
 Mailing Address: 2281-A Dabney Rd  
 City: Richmond State: VA Zip Code: 23230  
 Telephone: ( 8042327001 ) Fax: ( 8042327025 )  
 Email: acoble@richmondhabitat.org

**Property Owner:** Richmond Metropolitan Habitat for Humanity, Inc.

If Business Entity, name and title of authorized signee: Madelyn Peay, CEO

(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: 2281-A Dabney Rd.  
 City: Richmond State: VA Zip Code: 23230  
 Telephone: ( 8042327001 ) Fax: ( 8042327025 )  
 Email: mpeay@richmondhabitat.org

**Property Owner Signature:** 

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

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

1100 Hollister Avenue  
Applicant's Report  
Special Use Permit

Richmond Metropolitan Habitat for Humanity (RMHFH) recently completed construction of a single family, affordable, ADA-accessible home located at 1100 Hollister Ave. A concrete driveway was created at the front of the home that is approximately 14' wide, allowing direct access to a wheelchair lift located on the left side of the front porch facing the home.

RMHFH proposes to maintain the driveway at its current size, to benefit the future homeowner who requires a wheelchair for mobility. The current zoning ordinance denotes driveways to be no wider than 9', so an SUP is required to maintain this width. The driveway at 14' allows the homeowner to enter and exit their vehicle with enough space to wheel alongside it (an access aisle), making this an appropriate use for the site.<sup>1</sup> Without this space it would be prohibitive for one to maneuver between the wheelchair lift that provides entrance to the home and the vehicle.

Staff members from RMHFH met onsite with Richmond City zoning administrators David Duckhardt and Colleen Dang on 3/29/23 to discuss the driveway and its accessibility requirements. Per their recommendation, we received a temporary Certificate of Occupancy for the home and are following up with an SUP Application.

The proposed use will not contribute towards congestion or overcrowding in the neighborhood, as the driveway will remove the need for street parking. We foresee no detriment to the welfare of the community nor interference with services. Because there is no curb cut along the street, the driveway runs right to the grade of the street without interruption. Public vehicles such as trash and recycling trucks can navigate freely near the driveway. If granted the SUP, no additional construction activity will be necessary to alter the width, eliminating further disruption to neighbors. We anticipate no hazards from fire, panic, or other dangers.

This project aligns with our vision of a world where everyone has a decent place to live, including individuals who require accessible dwellings.

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<sup>1</sup> Section 502.3.1 of the ADA Accessibility Standards states, "Access aisles serving car and van parking spaces shall be 60 inches (1525 mm) wide minimum." [https://www.access-board.gov/ada/#ada-502\\_3](https://www.access-board.gov/ada/#ada-502_3)







**City of Richmond  
Department of Planning  
& Development Review**

**Special Use Permit**

**LOCATION:** 1100 Hollister Avenue

**APPLICANT:** Richmond Metropolitan Habitat for Humanity

**COUNCIL DISTRICT:** 8

**PROPOSAL:** To authorize the special use of the property known as 1100 Hollister Avenue for the purpose of a single-family detached dwelling, upon certain terms and conditions.

*For questions, please contact David Watson at 804-646-1036 or David.Watson@RVA.gov*

