



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: 1705 + 1707 Westover Hills Blvd. Date: 11/15/2020
Tax Map #: 50060221011 + 1014 Fee: 300
Total area of affected site in acres: .305

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

Zoning

Current Zoning: R-5 Residential (Single Family)
Existing Use: Parsonage + Place of Worship

Proposed Use

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

Parsonage (702): Detail bakery for nonprofit use/job skills training church kitchen + other spaces -
Existing Use: Parsonage and church use by nonprofit partners as described

Is this property subject to any previous land use cases?

Yes No If Yes, please list the Ordinance Number: _____

Applicant/Contact Person: Westover Hills UNITED Methodist Church / Bill Hummel
Company: Westover Hills UNITED Methodist Church
Mailing Address: 1705 Westover Hills Blvd.
City: Richmond State: VA Zip Code: 23225
Telephone: (804) 757-642-4364 (Bill Hummel) Fax: ()
Email: wm.hummel@verizon.net

Property Owner: Westover Hills UNITED Methodist Church 54-0506434
If Business Entity, name and title of authorized signee: Susan Stanley Chair Board of Trustees

(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: 1705 Westover Hills Blvd.
City: Richmond State: VA Zip Code: 23225
Telephone: (804) 232-1769 Fax: ()
Email: westoverhillsumc@gmail.com

Property Owner Signature: Susan S. Stanley

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)

Applicant Report

Overview:

[1] Westover Hills United Methodist Church (WHUMC) is partnering with the Next Move Program (a 501 (c)(3) organization). Next Move creates guided internship experiences for young adults with disabilities. The aim of Next Move is to combat the 70% unemployment rate for young adults with diverse needs in Virginia. Through education and job training they empower these individuals to achieve their goals. 80% of Next Move's graduates have gained employment or acceptance to post-secondary programming.

The planned partnership with between WHUMC and Next Move will include use of the Church kitchen. Interns of the Next Move Program will gain food preparation skills in the kitchen that will help them to gain both employment and independence. Next Move interns will inhabit the kitchen along with teachers/supervisors who will always be overseeing and training the interns.

Additionally, the Church Parsonage (a separate house that is adjacent to the Church on the Church property) will be used as a retail space where the baked goods made by the interns in the Church kitchen will be sold to the public. Interns are trained on the selling and serving of the baked goods. Next Move Supervisors will always be on site at the coffee shop. The retail space is expected to only be open Monday-Saturday from 8:00 AM – 1 p.m.

The partnership with WHUMC and the Next Move Program will enhance the Westover Hills community with no negative impact on the surrounding area.

The special use of the kitchen is to include other entities to help offset the cost of the kitchen in support of our partnership with the Next Move Program.

[2] Westover Hills United Methodist Church has future plans for the following that might require approval for special use.

- The commercial kitchen will be available for use by other nonprofits, B-corporations or small businesses who require the use of the commercial kitchen space but do not have one of their own. The commercial kitchen will also potentially be used for church programs that provide training in food service to local residents for whom this would be a benefit, particularly those from lower income households.
- We plan to expand ministries to those with developmental and other disabilities to include groups formed around the performing arts or social groups. This could involve small theater-like productions in our sanctuary.
- WHUMC may in the future use the garage located between the church and parsonage as a community book library and workshop. Only local residents would have access to the use of the

tools and space, as it is intended as a convenience and a gathering place where community-building can take place.

- WHUMC may use portions of the facility as a co-working space during weekdays.

Compatibility with Surrounding Area

The WHUMC church and parsonage buildings are located on Westover Hills Blvd. All of the above-named activities are easily accommodated in our current facility and parking lot.

[1] The Parsonage, where the retail bake shop would be located, is adjacent to the Church itself and to the Church parking lot and the parking lot is adjacent to the Church 'Tot Lot' (community playground). There are no private residences directly adjacent to the Parsonage (coffee shop). The neighbors nearest to the Parsonage have been contacted and support the use of a coffee shop within the Parsonage (see attached). Additionally, neighbors have previously approved of the Church Tot Lot which is a popular gathering place within the Westover Hills/Forest Hills neighborhoods. The Westover Hills Neighborhood Association also supports the Next Move Program's plan to open a coffee shop in the Parsonage.

[2] All activities listed herein would operate from the current church facility. Any income derived from these activities will be used to support the specific ministries that generated the income as well as the general activities of the church. All envisioned activities are designed to enhance the well-being of residents of the local community and the surrounding Richmond area.

A - Safety and Community Welfare:

Activities in [1] and [2] above will not pose any safety concerns and will enhance the welfare of the community.

[1] The retail bake shop space will provide Individuals with disabilities training in job and life skills while providing the neighborhood with a place for neighbors to meet and get to know one another. An additional benefit will be the availability of refreshments for the nearby 'Tot Lot' (a playground also located on the Church property). The coffee shop will enhance the community in a similar way that the very popular Tot Lot has by bringing people together.

[2] The community kitchen, community tool library and workshop and performing arts activities will provide opportunities for community and skill building for local residents with no adverse effect on the local neighborhood. All applicable permits, certifications and background checks will be maintained for all activities, as is current practice.

B - Congestion Concerns:

A church parking lot that is easily accessible from Westover Hills Blvd and adjacent to the Parsonage will provide ample parking for all activities listed in [1] and [2]. Off-street parking is also available on Westover Hills Blvd in front of the church and parsonage where all activities will take place. Many of the visitors will be from the neighborhood and will walk or bicycle to the coffee shop. At any given time the coffee shop will most likely only have a few customers present. There will be minimal activity during high traffic times of the day.

The Next Move Program students will use public school transportation to and from the Church site and will not use any parking spaces.

C - Potential Hazard Concerns:

No hazardous materials will be used and all safety procedures will be followed for all spaces. All permits and inspections will be maintained, as is current practice.

D - Overcrowding Concerns:

The retail bakery space is expected to have only a few customers at a time and the hours are expected to be limited from 8:00 AM until 1 p.m., Monday-Saturday. The Program serves six students and two or three staff persons at one time. Other programming is most typically in groups of twelve or less, far under the capacity of the church and parsonage buildings. An occasional larger event will may take place within the church sanctuary, social hall, or grounds, similar to what is already taking place at the church in various programming. Workshop use would be limited by occupancy requirements, and would therefore remain small.

E – Adverse Effects/Interference Considerations:

None of the activities listed in [1] or [2] above will interfere with public land, private schools, parks, playground, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements. In fact, all activities will provide services to underserved populations at a location that is convenient to the surrounding area. The retail bake shop will provide an additional community-building opportunity with its proximity to the church owned playground and preschool.

F – Adequate Light and Air:

The uses proposed above will have no impact on the light and air and all activities are in spaces where adequate light and air are available.