



DEPARTMENT OF
**PLANNING AND
DEVELOPMENT
REVIEW**

**BOARD OF
ZONING APPEALS**

July 9, 2025

Watchtower Homes and Construction LLC
3912 Seminary Avenue
Richmond, VA 23227
Attn: Kyle Hoffer

Baker Development Resources
530 East Main Street, Suite 600
Richmond, VA 23219
Attn: Will Gillette

To Whom It May Concern:

RE: BZA 29-2025

You are hereby notified that the Board of Zoning Appeals will hold a public hearing on **Wednesday, August 6, 2025 at 1:00 PM** in the 5th Floor Conference Room, City Hall, 900 E. Broad Street to consider an application for lot splits and building permits to construct three new single-family (detached) dwellings at 3007 LETCHER AVENUE (Tax Parcel Number N000-0984/007), located in an R-5 (Single-Family Residential) District. This meeting will be open to in-person participation with a virtual option. The public will have the option to provide their comments by teleconference/videoconference via Microsoft Teams, or in writing via email as indicated below.

Please be advised that the applicant or applicant's representative is required to participate in the subject public hearing either by teleconference/videoconference or in person. For teleconference participation call 804-316-9457 and entering code **102 798 056#**. For video access by computer, smart phone or tablet visit <https://richmondva.legistar.com/Calendar.aspx>. Select the Board of Zoning Appeals drop-down and 2025 drop-down, click meeting details for August 6, 2025 meeting and then click video access. In the event you have difficulty accessing a public hearing you may contact Mr. William Davidson at 804-396-5350 or by email at Chuck.Davidson@rva.gov for assistance. The Board of Zoning Appeals Rules of Procedure provides that in the case of an application for a variance or a special exception, the applicant, proponents or persons aggrieved under §15.2-2314 of the Code of Virginia, shall be permitted a total of six (6) minutes each to present their case. The Board of Zoning Appeals will withhold questions until the conclusion of the respective presentations. For the purposes of the record it also requested that before addressing the Board you identify yourself and spell your name.

Finally, when you submitted your application to the zoning office you were given an handout entitled, Suggestions for Presenting Your Case to the Board, which indicated that you should discuss your request with your neighbor(s) and neighborhood

BZA 29-2025
Page 2
July 9, 2025

association(s) prior to appearing before the Board of Zoning Appeals. Contact information for civic group(s) can be found by navigating to the Civic Group webpage of the City's website at <https://www.rva.gov/planning-development-review/civic-groups>. Once there, you can search for your property using the interactive map. A dialogue box will provide you with the names of all civic groups within which your property may lie. Once you have those group names, simply scroll down the page to the appropriate group(s) to find the contact information for each. The Board understands that given the current situation it is not practical to conduct face-to-face discussions with either your neighbors or neighborhood association(s) but the Board requests that you make a good faith effort to provide them with relevant information regarding your case.

If you have any questions regarding the Board's procedures or any issue involving presentation of your case, please feel free to contact me.

Very truly yours,

A handwritten signature in dark ink, reading "Roy W. Benbow". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Roy W. Benbow, Secretary
Phone: (804) 240-2124
E-mail: Roy.Benbow@rva.gov

cc: Zoning Administrator

Notice of this meeting is being sent to the persons whom the Board of Zoning Appeals believes to be property owners in the immediate vicinity of the property concerned in this application. This notice is for their information only, and there is no need for them to appear unless they so desire. The Board will, however, welcome such views as any persons care to express during the hearing on this application.

2822 Fendall Avenue Llc
4304 Austin Ave
Richmond, VA 23222

804 & 806 E Brookland Llc
Po Box 8764
Richmond, VA 23226

Brown Rosemary Est C/o Thelma L Mason
Ex
3020 Letcher Ave
Richmond, VA 23222

Cava Capital Llc
2405 Westwood Ave #200
Richmond, VA 23230

Cava Theodore A And Tiffany M
493 Peacock Lane North
Jupiter, FL 33458

City Of Richmond Recreation & Parks
1209 Admiral St
Richmond, VA 23220

Coates Anita
3012 Groveland Ave
Richmond, VA 23222

Dement Sidney D li
3018 Letcher Ave
Richmond, VA 23222

Garett Elizabeth Chaisty
800 E Brookland Park Blvd
Richmond, VA 23222

Holick Andrew J
8907 Royal Birkdale Dr.
Chesterfield, VA 23832

J L A Properties Llc
15000 Potomac Town Pl #100520
Woodbridge, VA 22191

Jefferson Ella A & Joseph Jr
1000 E Brookland Pk Blvd
Richmond, VA 23222

Linilton Realty Company Llc
10101 Duryea Drive
Richmond, VA 23235

Lloyd Jason Leroi
3014 Groveland Ave
Richmond, VA 23222

Newbille Cynthia I
3011 Letcher Ave
Richmond, VA 23222

Philogene Ashley Anne
3007 Alpine St
Richmond, VA 23222

Richardson Allan
Po Box 6171
Richmond, VA 23222

Sandau Frank
10901 Knights Bridge Ct
Reston, VA 20190

Schapiro Jeff E & Clare Osdene
5303 New Kent Rd
Richmond, VA 23225

Sherco Properties Llc
1510 Helmsdale Dr
Richmond, VA 23238

Shiloh Enterprise Properties Llc
3333 W Marhsall St Ste A
Richmond, VA 23230

Smith Ruth L C And Keala F S Blackwell
9180 Harvey Hollow Dr
Mechanicsville, VA 23111

Taago Llc
9 E Clay St Unit 4
Richmond, VA 23219

Tompkins Barbara J
3003 Letcher Ave
Richmond, VA 23222

Washington Capital Investment Group
Llc
12962 Pinehurst Green Ct
Fairfax, VA 22033

Yates Hailey
3010 Groveland Ave
Richmond, VA 23222

Property: 3007 Letcher Ave **Parcel ID:** N0000984007

Parcel

Street Address: 3007 Letcher Ave Richmond, VA 23222-
Owner: WATCHTOWER HOMES AND CONSTRUCTION LLC
Mailing Address: 3912 SEMINARY AVE, RICHMOND, VA 23227
Subdivision Name : HIGHLAND TERR
Parent Parcel ID:
Assessment Area: 314 - Barton Heights
Property Class: 120 - R Two Story
Zoning District: R-5 - Residential (Single Family)
Exemption Code: -

Current Assessment

Effective Date: 01/01/2025
Land Value: \$84,000
Improvement Value: \$85,000
Total Value: \$169,000
Area Tax: \$0
Special Assessment District:

Land Description

Parcel Square Feet: 8155.8
Acreage: 0.1872
Property Description 1: HIGHLAND TER ANN L315-16&22-23; 0060.00X0135.93 0000.000
State Plane Coords(?): X= 11795290.999997 Y= 3733138.039966
Latitude: 37.57075720 , **Longitude:** -77.42231242

Description

Land Type: Residential Lot A
Topology:
Front Size: 60
Rear Size: 135
Parcel Square Feet: 8155.8
Acreage: 0.1872
Property Description 1: HIGHLAND TER ANN L315-16&22-23; 0060.00X0135.93 0000.000
Subdivision Name : HIGHLAND TERR
State Plane Coords(?): X= 11795290.999997 Y= 3733138.039966
Latitude: 37.57075720 , **Longitude:** -77.42231242

Other

Street improvement:
Sidewalk:

Assessments

Assessment Year	Land Value	Improvement Value	Total Value	Reason
2025	\$84,000	\$85,000	\$169,000	Not Available
2024	\$78,000	\$81,000	\$159,000	Not Available
2023	\$78,000	\$77,000	\$155,000	Not Available
2022	\$47,000	\$76,000	\$123,000	Not Available
2021	\$36,000	\$74,000	\$110,000	Not Available
2020	\$36,000	\$66,000	\$102,000	Reassessment
2019	\$27,000	\$62,000	\$89,000	Reassessment
2018	\$27,000	\$57,000	\$84,000	Reassessment
2017	\$27,000	\$56,000	\$83,000	Reassessment
2016	\$25,000	\$56,000	\$81,000	Reassessment
2015	\$25,000	\$55,000	\$80,000	Reassessment
2014	\$25,000	\$55,000	\$80,000	Reassessment
2013	\$25,000	\$55,000	\$80,000	Reassessment
2012	\$26,000	\$61,000	\$87,000	Reassessment
2011	\$26,000	\$68,000	\$94,000	CarryOver
2010	\$26,000	\$68,000	\$94,000	Reassessment
2009	\$26,000	\$84,700	\$110,700	Reassessment
2008	\$25,000	\$81,400	\$106,400	Reassessment
2007	\$23,000	\$75,400	\$98,400	Reassessment
2006	\$12,500	\$75,400	\$87,900	Reassessment
2005	\$7,300	\$50,600	\$57,900	Reassessment
2004	\$6,800	\$47,300	\$54,100	Reassessment
2003	\$6,700	\$46,400	\$53,100	Reassessment
2002	\$6,500	\$45,000	\$51,500	Reassessment
2000	\$6,500	\$45,000	\$51,500	Reassessment
1998	\$6,500	\$37,500	\$44,000	Not Available

Transfers

Transfer Date	Consideration Amount	Grantor Name	Deed Reference	Verified Market Sale Description
03/25/2025	\$192,500	Not Available	ID2025-4485	
04/29/2015	\$1,731,837	Not Available	ID2015-7103	
09/28/2012	\$34,000	Not Available	ID2012-19266	
06/03/2010	\$28,900	Not Available	ID2010-9801	
04/23/2010	\$76,100	Not Available	ID2010-6951	2 - INVALID SALE-3-Foreclosure Related/ShortSal
01/10/2005	\$84,000	Not Available	ID2005-1038	
02/24/2003	\$0	Not Available	ID2003-6838	
11/11/2002	\$37,900	Not Available	ID2002-36536	
07/22/2002	\$57,638	Not Available	ID2002-27503	

Planning

Master Plan Future Land Use: R
Zoning District: R-5 - Residential (Single Family)
Planning District: North
Traffic Zone: 1019
City Neighborhood Code: HGTR
City Neighborhood Name: Highland Terrace
Civic Code:
Civic Association Name: Highland Park Quality of Life Association
Subdivision Name: HIGHLAND TERR
City Old and Historic District:
National historic District:
Neighborhoods in Bloom:
Redevelopment Conservation Area: Northside Area 10

Economic Development

Care Area: -
Enterprise Zone:

Environment

100 YEAR Flood Plain Flag: Contact the Water Resources Division at 646-7586.
500 YEAR Flood Plain Flag: N
Resource Protection Flag: Contact the Water Resources Division at 646-7586.
Wetland Flag: N

Census

Census Year	Block	Block Group	Tract
2000	2026	0108002	010800
1990	230	0108002	010800

Schools

Elementary School: Barack Obama
Middle School: Henderson
High School: Marshall

Public Safety

Police Precinct: 4
Police Sector: 411
Fire District: 15
Dispatch Zone: 092A

Public Works Schedules

Street Sweep: TBD
Leaf Collection: TBD
Refuse Collection: Wednesday
Bulk Collection: TBD

Government Districts

Council District: 6
Council District for 2025 (Current Election): 6
Voter Precinct: 606
State House District: 79
State Senate District: 14
Congressional District: 4

Extension 1 Details

Extension Name: 001 -
Year Built: 1957
Stories: 2
Units: 0
Number Of Rooms: 0
Number Of Bed Rooms: 3
Number Of Full Baths: 1
Number Of Half Baths: 0
Condition: POOR
Foundation Type:
1st Predominant Exterior: Metal or Vinyl Siding
2nd Predominant Exterior: N/A
Roof Style: Gable
Roof Material: Composition shingle
Interior Wall: Plaster, Drywall
Floor Finish: Hardwood, Carpet
Heating Type: Forced Air
Central Air: Y
Basement Garage Car #: 0
Fireplace: N

Building Description (Out Building and Yard Items) :

Extension 1 Dimensions

Finished Living Area: 1324 Sqft
Attic: 0 Sqft
Finished Attic: 0 Sqft
Basement: 0 Sqft
Finished Basement: 0 Sqft
Attached Garage: 0 Sqft
Detached Garage: 0 Sqft
Attached Carport: 0 Sqft
Enclosed Porch: 0 Sqft
Open Porch: 0 Sqft
Deck: 0 Sqft

Property Images

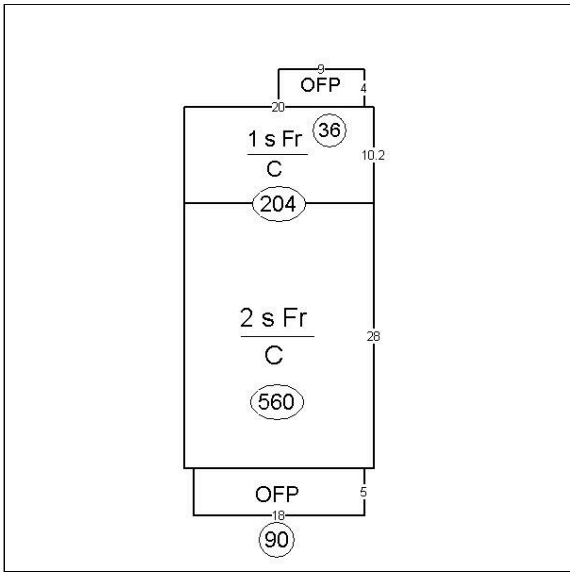
Name:N0000984007 Desc:R01



[Click here for Larger Image](#)

Sketch Images

Name:N0000984007 Desc:R01



RICHMOND BOARD OF ZONING APPEALS APPLICATION FORM



THE RICHMOND ZONING ADMINISTRATION OFFICE
ROOM 110, CITY HALL, 900 EAST BROAD STREET
RICHMOND, VIRGINIA 23219
(804) 646-6340

TO BE COMPLETED BY THE APPLICANT

PROPERTY Watchtower Homes PHONE: (Home) () (Mobile) 804-486-0386
 OWNER: Kyle Hoffer FAX: (Home) () (Mobile) _____
3912 Seminary Avenue
 (Name/Address) Richmond, VA 23227 E-mail Address: _____
 OWNER'S Will Gillette PHONE: (Home) _____ (Mobile) 804-486-0386
 REPRESENTATIVE Baker Development Resources FAX: (Home) () (Mobile) _____
 (Name/Address) 530 E. Main Street Ste. 730 E-mail Address will@bakerdevelopmentresources
Richmond, VA 23219

TO BE COMPLETED BY THE ZONING ADMINISTRATION OFFICE

PROPERTY ADDRESS (ES): 3007 Letcher Ave
 TYPE OF APPLICATION: ☐ VARIANCE ☒ SPECIAL EXCEPTION ☐ OTHER _____
 ZONING ORDINANCE SECTION NUMBERS(S): 30-300 and 30-410.4
 APPLICATION REQUIRED FOR: A lot split and a building permit to construct three new single-family detached dwellings.
 TAX PARCEL NUMBER(S): N000-0984/007 ZONING DISTRICT: R-5 Single-family residential district.
 REQUEST DISAPPROVED FOR THE REASON THAT: The lot area and width is not met and lot coverage is not met for the existing dwelling, located at 3007 Letcher Avenue. Lots of 6,000 square feet in area and a width of not less than fifty feet (50') are required. For zoning purposes, one (1) lot having a lot area of eight thousand one hundred fifty five point 80 square feet (8155.8) and sixty feet wide (60') exists. A lot area of two thousand thirty eight square feet ± (2,038±) and thirty feet (30') wide is being proposed for 3007 Letcher Avenue and two thousand thirty eight square feet ± (2,038±) and thirty feet (30') wide is being proposed for each of the three newly created lots. The maximum lot coverage for the R-5 district is 35 percent of the area of the lot. Lot coverage of 9.367% currently exists. Lot coverage of 37.487% is being proposed for 3007 Letcher Avenue and 33.366% is being proposed for the remaining three lots, post-split.
 DATE REQUEST DISAPPROVED: _____ FEE WAIVER: ☐ YES ☒ NO
 DATE FILED: 5-16-2025 TIME FILED: 1:30 p.m. PREPARED BY: Andrea Cuffee RECEIPT NO. BZAR-166621-2025
 AS CERTIFIED BY: [Signature] (ZONING ADMINISTRATOR)

I BASE MY APPLICATION ON:

SECTION 17.20 PARAGRAPH(S) _____ OF THE CHARTER OF THE CITY OF RICHMOND
 SECTION 15.2 -2309.2 ☐ OF THE CODE OF VIRGINIA [OR]
 SECTION 1040.3 PARAGRAPH(S) 2 OF THE ZONING ORDINANCE OF THE CITY OF RICHMOND

TO BE COMPLETED BY APPLICANT

I have received the handouts, *Suggestions for Presenting Your Case to the Board & Excerpts from the City Charter* ☒
 I have been notified that I, or my representative, must be present at the hearing at which my request will be considered.
 SIGNATURE OF OWNER OR AUTHORIZED AGENT: [Signature] DATE: 6/30/2025

*** TO BE COMPLETED BY THE SECRETARY TO THE BOARD OF ZONING APPEALS ***

CASE NUMBER: BZA 29-2025 HEARING DATE: August 6, 2025 AT 1:00 P.M.

BOARD OF ZONING APPEALS CASE BZA 29-2025
150' Buffer

APPLICANT(S): Watchtower Homes and Construction LLC

PREMISES: 3007 Letcher Avenue
(Tax Parcel Number N000-0984/007)

SUBJECT: Lot splits and building permits to construct three new single-family (detached) dwellings.

REASON FOR THE REQUEST: Based on Sections 30-300 & 30-410.4
of the Zoning Ordinance for the reason that:
The lot area, lot width, and lot coverage requirements are not met.





BOARD OF ZONING APPEALS PRESENTATION SUGGESTIONS

CITY OF RICHMOND, VIRGINIA

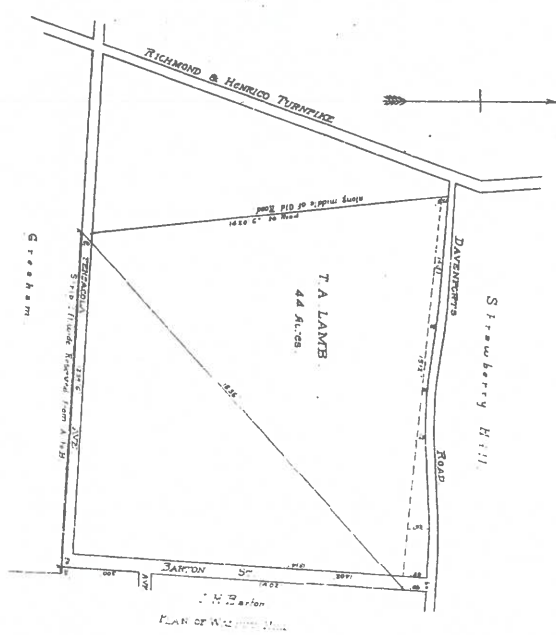
When presenting your request for a variance or exception to the Board of Zoning Appeals, it is important that you consider the points outlined below. The City Charter requires that every decision of the Board must be based upon a finding of fact that the Board must determine from sworn testimony, together with pertinent evidence, presented at its public hearing. It is essential that the Board receive thorough and complete information in order for it to adequately consider your case and make an informed decision.

1. The powers and duties of the Board of Zoning Appeals (BZA) are specified in Section 17.20 of the City Charter and Article X, Division 5, of the Zoning Ordinance. The Zoning Office will assist you in identifying how your case should be filed. If you have questions regarding your case filing, please contact the Zoning Administration Office (804-646-6340) or at PDRZoningAdministration@Richmondgov.com. Please review the applicable provisions of the City Charter or the Zoning Ordinance thoroughly and address them when presenting your case to the Board to show that the applicable requirements have been satisfied.
2. The Board of Zoning Appeals is a quasi-judicial board whose decisions are controlled by statutory law and also take into consideration applicable case law that has been handed down by the Richmond Circuit Court and the Virginia Supreme Court. The Board suggests that if you have any legal questions regarding statutory or case law as it may apply to your application, that those legal issues should be discussed with an attorney before you make your final decision to submit an application to the Board.
3. The Board considers it essential that you discuss your case with nearby residents (notification letters are sent to all property owners within a 150-foot radius of your property) and any nearby civic association(s). Information regarding your neighborhood association(s) and/or contact person(s) may be obtained [here](#). Once on the page, you can search for your property using the interactive map. A dialogue box will provide you with the names of all civic groups within which your property may lie. Once you have those group names, scroll down the page to the appropriate group(s) to find the contact information for each.

Be advised that if you fail to discuss your request with your neighbors and neighborhood association(s), you should anticipate that your case will be continued until the Board's next regularly scheduled meeting. It is highly recommended that you contact your neighborhood association as soon as possible to determine their meeting schedule in order to be sure you allow yourself enough time to talk to all concerned parties prior to the hearing before the Board. The Board's Rules of Procedure require payment of a one-hundred fifty dollar (\$150) continuance fee if the applicant must request a continuance for the reason that the applicant failed to discuss their case with their neighbor(s) or neighborhood association(s).

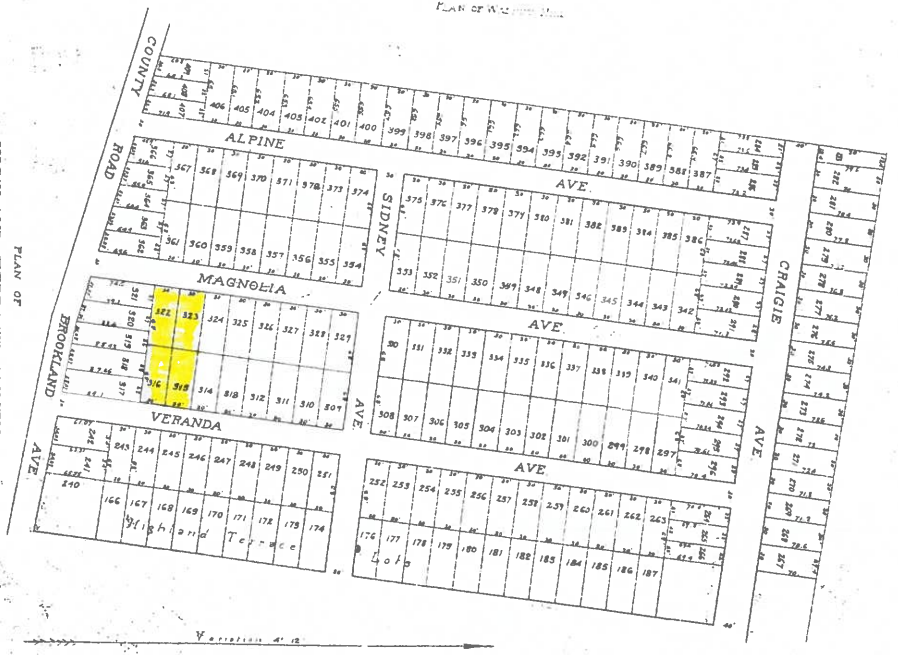
4. You are also strongly encouraged to discuss your pending case with the Secretary of the Board, Roy Benbow at (804) 240-2124 well before the hearing. The BZA Secretary can be helpful by explaining the BZA public hearing requirements and process.
5. Utilizing photographs, plans, maps, diagrams and such other written or graphic evidence as needed to fully explain your request can be a great help to the Board in understanding your request and thereby improve your chances for success. Remember . . . a picture is worth a thousand words.
6. Note that, although the Board is not authorized to grant a waiver from the zoning regulations based on financial circumstances alone, it may be a factor to be taken into consideration along with other facts in a case. If your case involves such a factor, please provide the Board with complete and relevant financial information for its review.
7. The Board's hearings are informal, although all testimony is taken under oath. You are not required to be represented by an attorney in presenting your case. However, if you choose, you may have legal representation and/or may utilize such technical experts or other persons to testify on your behalf as you feel are needed to adequately explain your request to the Board.

Acknowledgement of Receipt by Applicant or Authorized Agent: *W. W. [Signature]*



The above plat of the above tract of land, with the line, was made by me
 as surveyor and the same is correct and true according to the records
 of the County of Henrico, Va. (Signed) J. N. Barton, Surveyor. Witness
 my hand and the seal of the County of Henrico, Va. this 1st day of
 June 1895. J. N. Barton, Surveyor.

Traced from a plat in file of which by Andrew H. H. H.
 Same issued from 29 1895 page 374 706



PLAN OF
 HIGHLAND TERRACE ANNEX
 HENRICO COUNTY VA.
 OWNED BY
 J. W. WILBUR.
 NOV. 14, 1895. A. L. ELLIOT, CL. HENRICO, VA.
 SCALE 1" = 60'

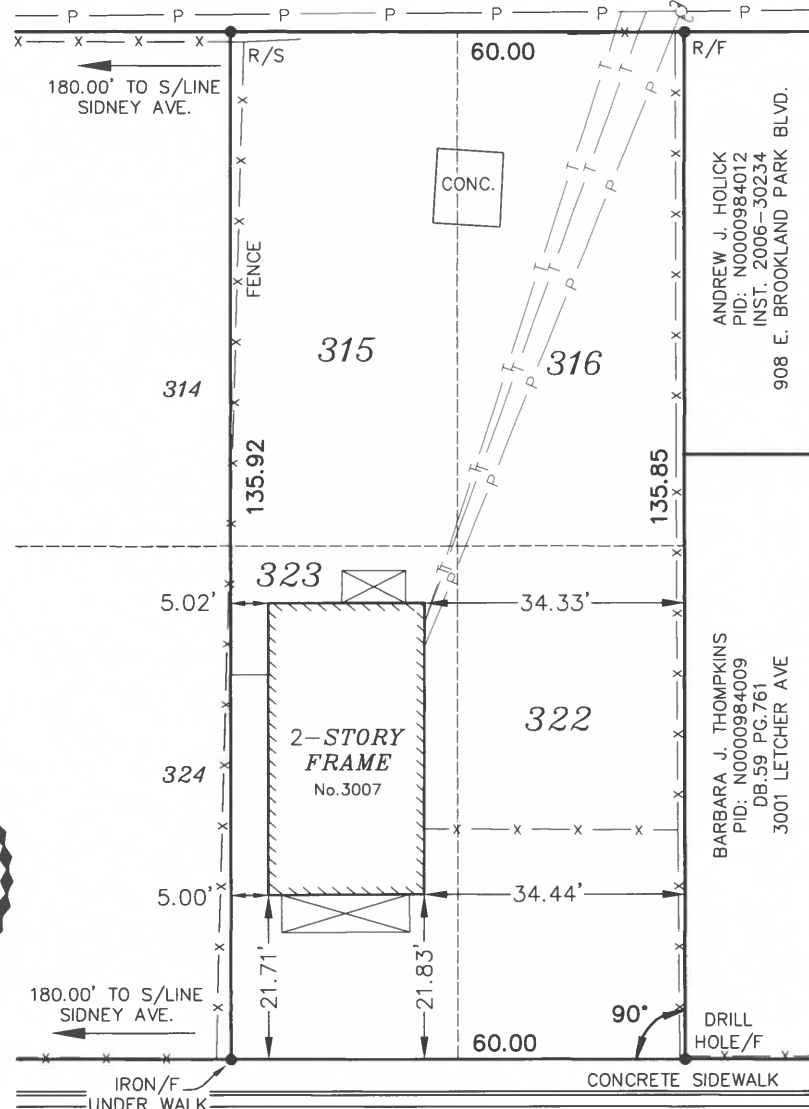
{Traced from the 2nd 1895
 Gov. 13 1895}

This is to certify to the PURCHASER/OWNER shown hereon, and his TITLE INSURER and Lender, that on 3-21-2025 I made an Accurate survey of the premises shown hereon and that there are no easements or encroachments visible on the ground other than those shown hereon. This survey has been made without the benefit of a title search and is subject to any uses recorded and unrecorded and other pertinent facts in which a title search may disclose. Copies of this plat without the certifying surveyor's seal with an original signature are INVALID.

SCALED CITY
BASELINE

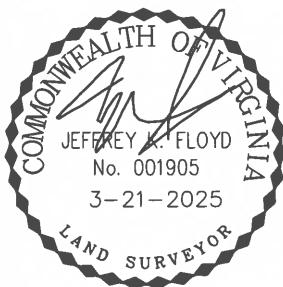
VERANDA AVE.

30' R/W



ANDREW J. HOLICK
PID: N0000984012
INST. 2006-30234
908 E. BROOKLAND PARK BLVD.

BARBARA J. THOMPkins
PID: N0000984009
DB.59 PG.761
3001 LETCHER AVE



LETCHER AVE.

30' R/W

MAP SHOWING THE IMPROVEMENTS
ON LOTS 315, 316, 322, & 323,
"HIGHLAND TERRACE ANNEX"
IN THE CITY OF RICHMOND, VA.



Virginia Surveys
P.O. BOX 118
CHESTERFIELD, VA 23832
(804) 748-9481
COPYRIGHT © VIRGINIA SURVEYS
All rights reserved.

DATE: 3-21-2025

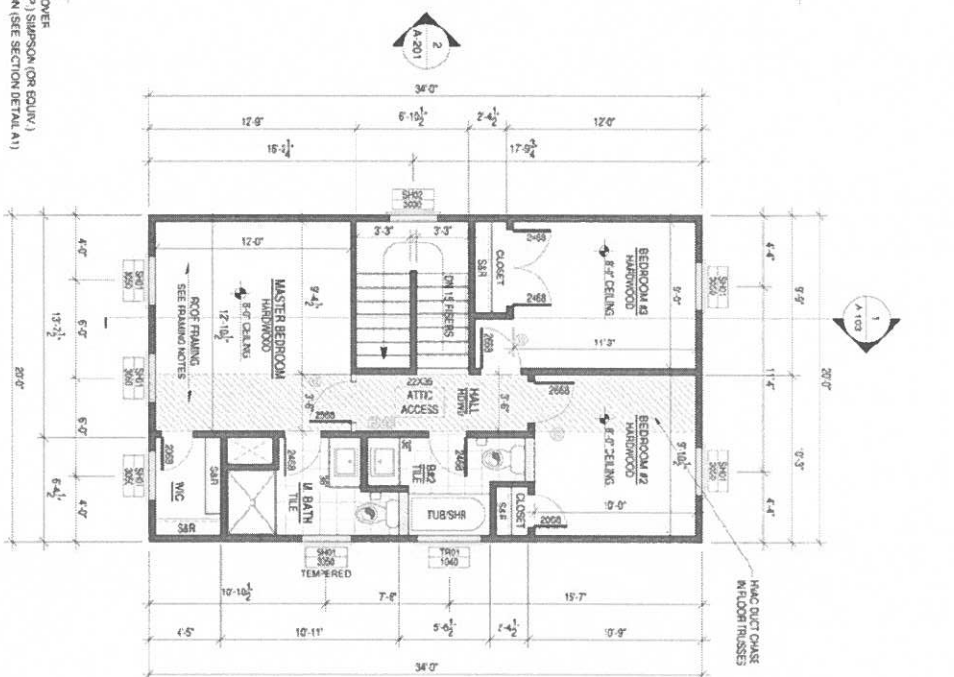
CERTIFIED BY JEFFREY K. FLOYD

VIRGINIA CERTIFICATE NO. 001905

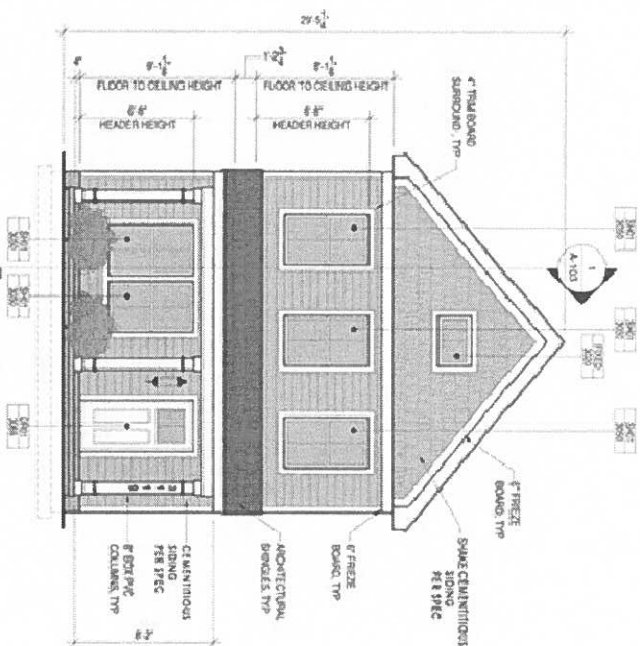
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JOB NO. 250316680

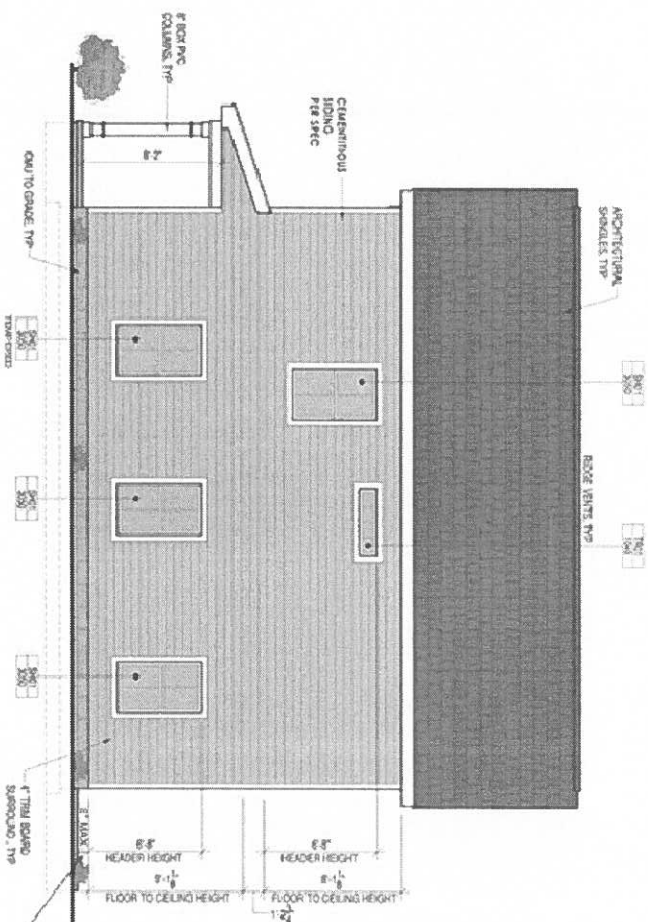
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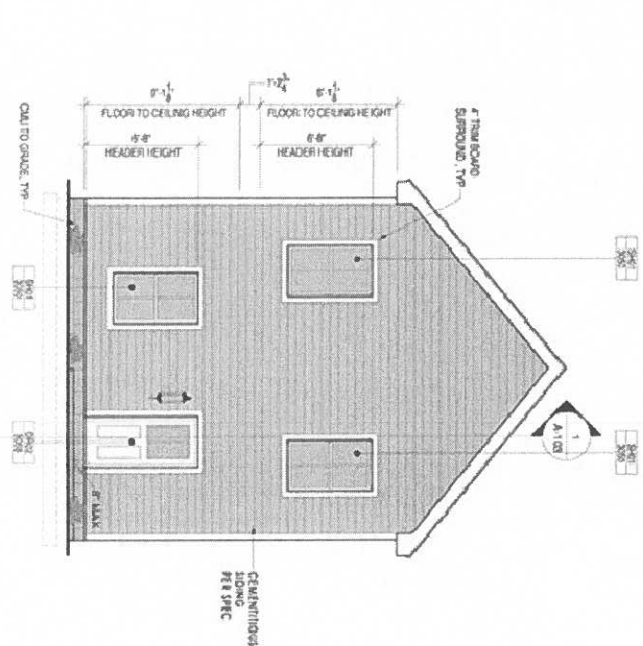
SECOND FLOOR PLAN



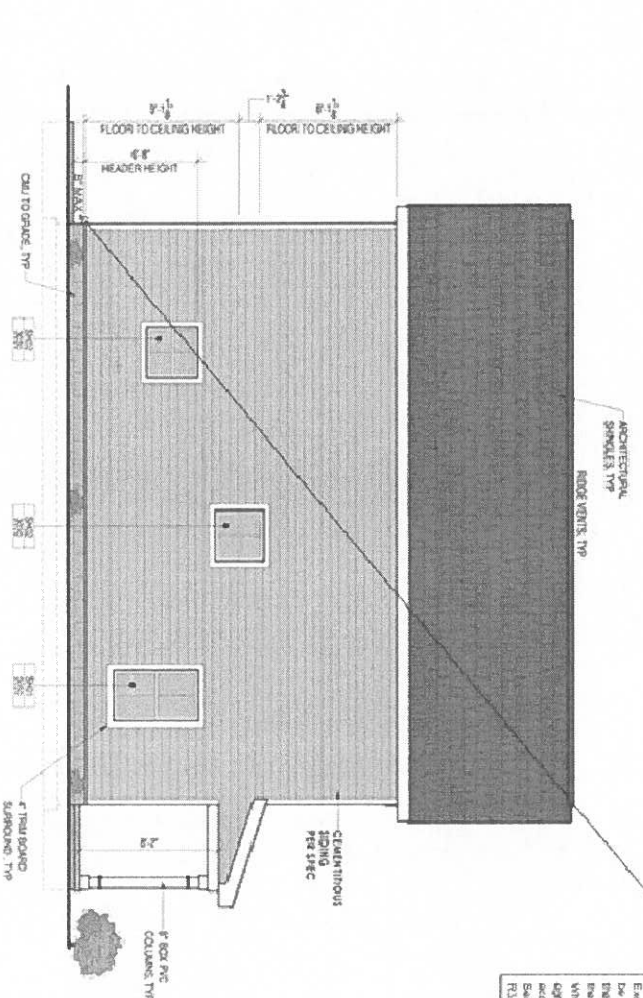
1 FRONT ELEVATION
A-201 / SCALE 1/8" = 1'-0"



2 RIGHT ELEVATION
A-201 / SCALE 1/8" = 1'-0"



3 REAR ELEVATION
A-201 / SCALE 1/8" = 1'-0"

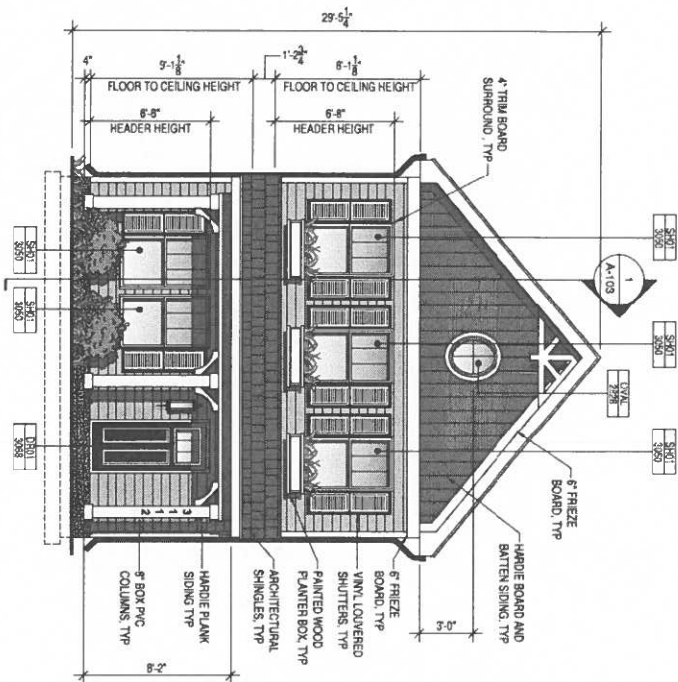


4 LEFT ELEVATION
A-201 / SCALE 1/8" = 1'-0"

R311.3.1 Floor elevations of the required egress door landings or finished floors at the required egress door shall be not more than 110 inches (28 mm) lower than the top of the threshold.

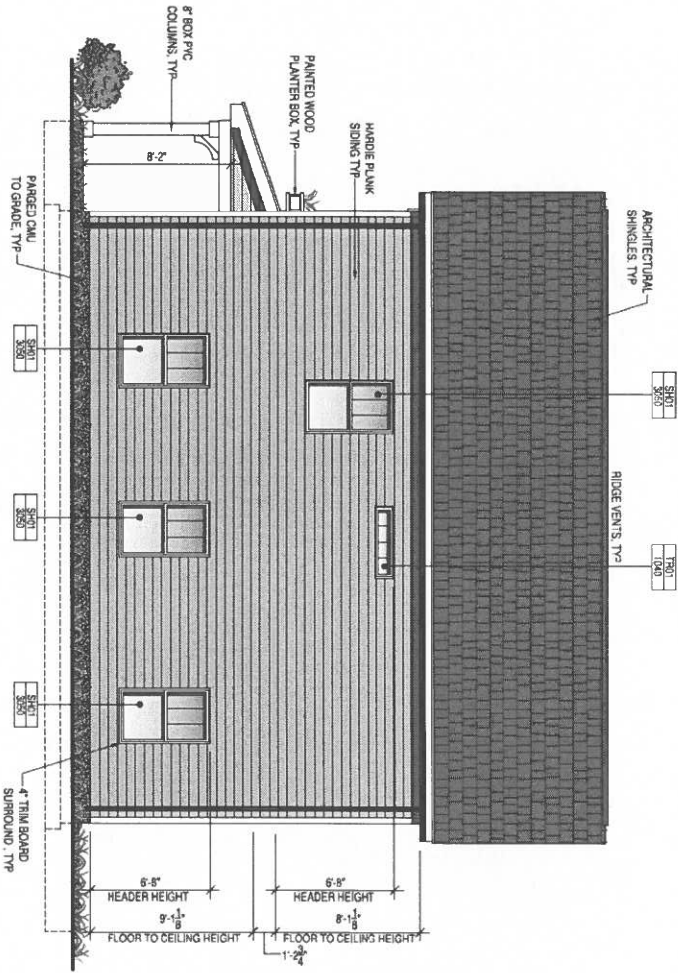
Exception: The landing or floor on the exterior side of the door shall be not more than 8 1/4 inches (210 mm) lower than the threshold (provided that the door does not swing into the landing or floor).

Where exterior landings or floors serving the required egress door are not at grade, they shall be provided a means of access to the door in accordance with Section R311.8 or a stairway in accordance with Section R311.7.



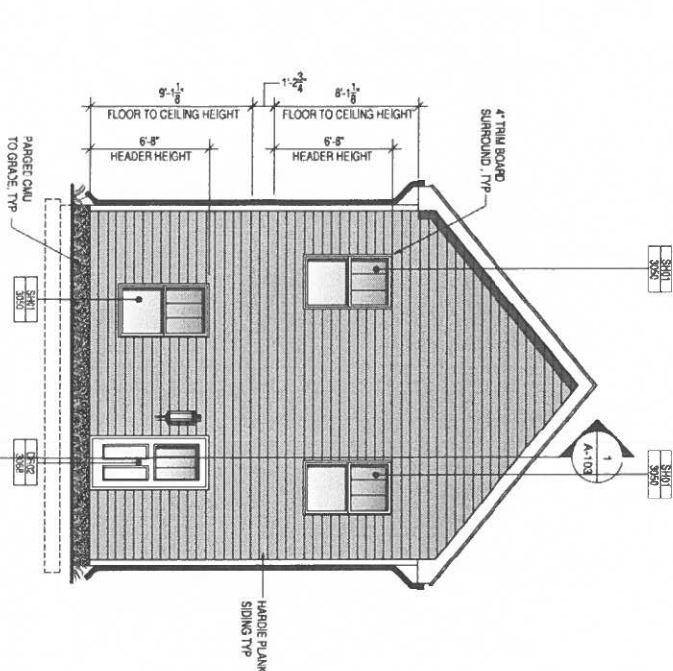
1
A-201 SCALE: 1/4\"/>

FRONT ELEVATION



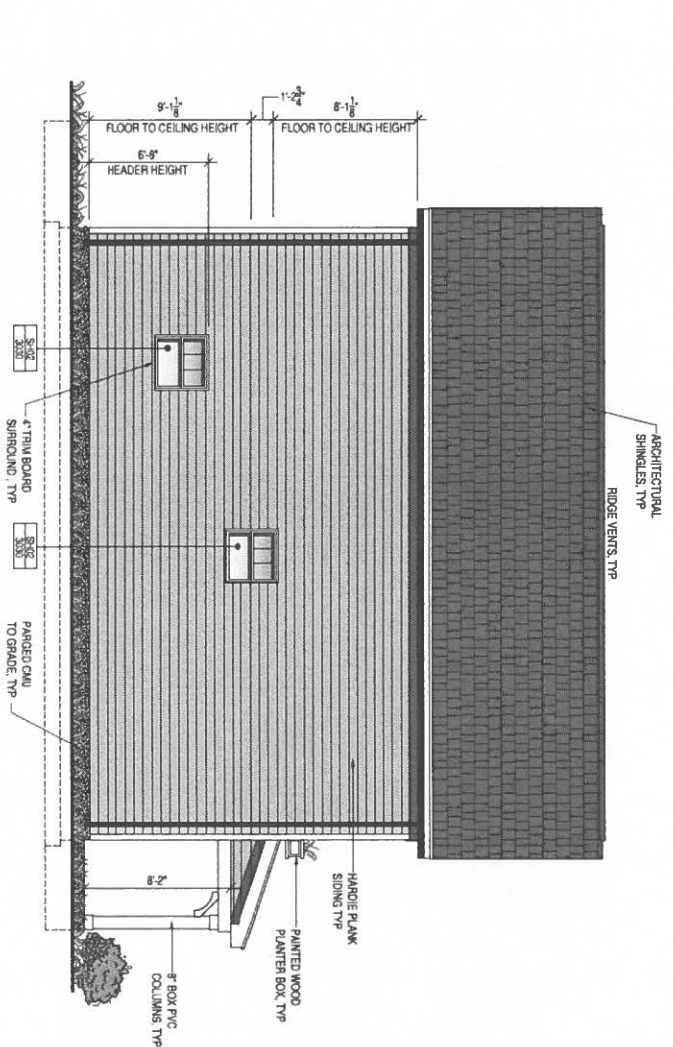
2
A-201 SCALE: 1/4\"/>

LEFT ELEVATION



3
A-201 SCALE: 1/4\"/>

REAR ELEVATION



4
A-201 SCALE: 1/4\"/>

RIGHT ELEVATION