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April 9, 2021

**Via Hand Delivery**

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

**RE: Applicants Report for 7012 Marlowe LLC. //Amendment to Special Use Permit  
Ord. No. 97-188-204**

Dear Sir/Madam:

7012 Marlowe LLC recently purchased 7012 Marlowe Road, Richmond, Virginia 23225 (the “Property”) with the intent to further develop the Property into a medical office building in conformity with the surrounding use and consistent with the Richmond 300 Master Plan Future Land Use. 7012 Marlowe LLC requests that the City of Richmond amend the existing Special Use Permit (the “SUP”) to allow this continued development of the Property.

The Property is located at the Southeast corner of Jahnke Rd. and Hioaks Rd., east of the Chippenham Pkwy. and Jahnke Rd. intersection. The Property consists of three (3) parcels containing a total of 1.016 acres  $\pm$  and is zoned R-3 Single-Family Residential. Development of the Property is regulated by the SUP that was originally granted in 1977 to allow the construction of a bank branch. The SUP was amended in 1978, 1987, 1993, and again in 1997 to allow various improvements and expansions to the original bank building.

The Property is directly across Hioaks Rd. from Chippenham Hospital, and current use of surrounding parcels includes medical offices and a post office. The Richmond 300 Master Plan Future Land Use for the Property is for medical/office space, while the existing use is commercial/office. Further, the area surrounding Chippenham Hospital has been designated a growth node by the Richmond 300 Final Master Plan.

The proposed improvement to the Property would remove the existing bank building, replacing it with a nine thousand five hundred (9,500) square foot medical office building (the “Proposed Building”). The Proposed Building would remain one story and would be an architectural improvement over the existing structure.

The existing landscaping and vegetation, consisting of mature oak trees, will be preserved to the greatest extent possible, and conform substantially with the attached landscaping plan. Lighting will conform with the attached lighting plan and details. A shield is included in the lighting plan for the light fixtures along the eastern property boundary to keep from exceeding 0.5 foot-candles at the property line so as not to be obtrusive to surrounding properties.

Two types of illuminated signage for the improved medical/office building, building signage and a monument sign. The illuminated building signage will be located in two (2) places on the medical/office building one facing Jahnke Rd. and one facing Hioaks Rd. Each road facing building sign will be forty-eight (48) square feet for a total building signage of ninety-six (96) square feet. The illuminated building signage will conform to the attached elevation plan. The illuminated monument signage will total twenty-four (24) square feet and will conform to the attached monument signage plan.

In an effort to promote Objective 4.4 of the Richmond 300 Final Master Plan Future Land Use and increase Richmond's walkability, the sidewalk at the rear of the building has been extended to Jahnke Rd., strengthening the streetscape connections. A bike rack will also be added to the Property to encourage bike-ability.

The Proposed Building will be leased to a medical office user. Because of this, it is unknown how many employees will occupy the Property, and what the hours of operation will be. However, the hours of operation, employees present, and vehicular traffic are estimated to be relatively consistent with adjacent medical office users.

The use of the Property as a medical/office building will not be detrimental to the safety, health, morals and general welfare of the community. Conversely, it will further the community goals presented in the Richmond 300 Master Plan Future Land Use. Thanks to the sidewalk extension and relocated entrances and exits, the Proposed Building will not create vehicular or pedestrian congestion in the streets, roads, alleys and/or other public ways. The Proposed Building will also not create a hazard from fire, panic, or other dangers or cause overcrowding of land and undue concentration of population and will not interfere with adequate light and air.

Thank you for your attention to these matters. I look forward to hearing back from you.

Sincerely,

Very truly yours,

Owen & Owens PLC  
Ross C. Allen  
RCA  
Cc: Client