



## CITY OF RICHMOND

### Department of Planning & Development Review *Staff Report*

**Ord. No. 2026-062:** To authorize the special use of the property known as 3313 Ellwood Avenue for the purpose of up to one two-family detached dwelling and one dwelling unit within an accessory structure, upon certain terms and conditions. (5th District)

---

**To:** City Planning Commission  
**From:** Land Use Administration  
**Date:** April 7, 2026

---

#### **PETITIONER**

DCF Home Improvement

#### **LOCATION**

3313 Ellwood Ave.

#### **PURPOSE**

The applicant requests to convert a shed in the rear yard of a two-family detached dwelling into an accessory dwelling unit. Accessory dwelling units are not permitted on the same parcel as two-family dwellings; therefore, a special use permit is required.

#### **RECOMMENDATION**

Staff finds that the proposed uses align with the Master Plan recommendations for Neighborhood Mixed-Use. The encouraged permitted uses for this future land use designation are single-family houses, accessory dwelling units, duplexes, small multi-family buildings (typically 3-10 units), and open space.

Staff concludes that the proposed ordinance conditions substantially satisfy the safeguards established in the City Charter concerning the granting of Special Use Permits. Specifically, staff finds that the proposed use would not be detrimental to the general welfare of the community involved and would not create congestion in the streets in the area involved.

---

#### **FINDINGS OF FACT**

##### **Site Description**

The subject property is improved with an existing two-family detached dwelling. The property is in the Carytown neighborhood on Ellwood Ave, between South Crenshaw Avenue and South Dooley Avenue. The property is currently a 4,050 square foot (.093 acre) parcel of land.

##### **Proposed Use of the Property**

One two-family detached dwelling and one dwelling unit within an accessory structure.

##### **Master Plan**

The City's Richmond 300 Master Plan designates a future land use for the subject property as Neighborhood Mixed-Use, which is defined as, "Existing or new highly-walkable urban

neighborhoods that are predominantly residential with a small, but critical, percentage of parcels providing retail, office, personal service, and institutional uses.

**Development Style:** These areas feature a variety of building types that are close to one another and create a unified street wall. The building size, density, and zoning districts for these areas vary depending on historical densities and neighborhood characteristics. Future development should generally complement existing context. Setbacks, plazas, and parks create a sense of place and community gathering areas. New developments on larger parcels continue or introduce a gridded street pattern to increase connectivity within the neighborhood and to adjacent neighborhoods. In historic neighborhoods, small-scale commercial uses exist today or should be allowed to reestablish. In new neighborhoods, small scale commercial buildings should be introduced.

**Ground Floor:** Regardless of use, buildings should engage the street with features such as street oriented façades with windows and door openings along street frontages. Appropriate setbacks, open space, front porches, elevated ground floors, and other features that provide a sense of privacy should be provided for residential uses.

**Mobility:** Pedestrian, bicycle, and transit access are prioritized and accommodated. Bike parking is provided. New driveways are prohibited on Priority and Principal Street frontages. Vehicular access to parcels should use alleys wherever possible. Parking areas should be located to the rear of street-facing buildings.

**Intensity:** Building heights are generally two to four stories. Buildings taller than four stories may be found along major streets (see Street Typologies Map). Parcels are generally between 1,500 and 5,000 sq. ft.

**Primary Uses:** Single-family houses, accessory dwelling units, duplexes, small multi-family buildings (typically 3-10 units), and open space.

**Secondary Uses:** Large multifamily buildings (10+units), retail/office/personal service, institutional, cultural, and government.

### **Zoning and Ordinance Conditions**

The current zoning for this property is R-48 Multifamily Residential District. Accessory Dwelling Units are not permitted as accessory to a two-family detached dwelling in this zoning district.

If approved, the special use permit would impose conditions on the property, including:

- The Special Use of the Property shall be as up to one two-family detached dwelling and one dwelling unit within an accessory structure, substantially as shown on the Plans.
- The height of the Special Use shall be substantially as shown on the Plans.
- All building elevations and site improvements shall be substantially as shown on the Plans, subject to the applicable regulations of Chapter 30, Article IX, Division 5 of the Code of the City of Richmond (2020), as amended.
- All mechanical equipment serving the Property shall be located or screened so as not to be visible from any adjacent public right-of-way

### **Surrounding Area**

Adjacent properties are located within the R-48 and UB Urban Business zoning districts. The area is generally multi-family residential, with some single family residential and small, neighborhood commercial uses present in the vicinity. The density of the proposed is three units upon .093 acres or approximately 17 units per acre.

**Neighborhood Participation**

Staff notified area residents and The Museum District Association and Fan Area Business Alliance of the proposed Special Use Permit. To this date, staff has not received any letters of support, nor opposition, for this application.

**Staff Contact:** Madison Wilson, Planner, Land Use Administration, 804-646-7436