

October 24, 2019

Mr. Matt Ebinger  
Planning & Development Review  
City of Richmond  
Via email: [matthew.ebinger@richmond.gov](mailto:matthew.ebinger@richmond.gov)

RE: Modifications to CUP Ordinance 2015-5-30

Dear Mr. Ebinger,

Thank you again for taking the time to meet with us on May 20<sup>th</sup> to discuss the Church Hill North project and the time constraints associated with the for-sale market that present a challenge with completion of the rental phases of development. We remain committed to providing all of the units required with the CUP Ordinance. However, we recognize that market factors such as inclusion of a reasonable absorption rate dictate that this housing is delivered in responsible increments. The plan that we are utilizing reflects our approach of activating the community with the first phases of rental houses, which will be completed later this year. This is to be followed by for-sale housing with planning and design starting this year followed by construction of the first phase next year. TCB is working with Better Housing Coalition (BHC) to develop the for-sale portion of the Church Hill North development. An amendment to the Master Development Agreement TCB has with RRHA as well as a Subcontract Agreement between TCB and BHC is underway. We anticipate the first batch of for sale homes will start construction in early 2020.

As discussed at our meeting, we have drafted and attached a simple modification to the CUP Ordinance for your review. We are available to discuss at your convenience after you have reviewed. If you agree with these changes, we understand that the next step is to formally submit to LUA the ordinance amendment request so this modification can be passed by the Planning Commission and City Council. (If such is not the next step, please advise us of the process.)

The proposed modification to the CUP ensures that the 20 single family homes (phase 1A and 2A) are developed prior to the issuance of a Certificate of Occupancy for the final multifamily dwelling. In addition to this on-site progress, the City can be assured of the continued development of all of the planned single-family units as the subdivision plat creating all of the single-family lots has already been recorded on January 16, 2018. In addition, the infrastructure work including individual utility services to each lot to allow for these single-family units has been completed with the exception of final paving, street trees, etc.

Please review the proposed modification and let me know if I can provide any additional information.

Sincerely,



Jennifer Schneider  
TCB Senior Project Manager