

INTRODUCED: April 14, 2025

AN ORDINANCE No. 2025-081

To authorize the special use of the property known as 2618 Rear West Main Street for the purpose of a multifamily dwelling containing up to four dwelling units, upon certain terms and conditions.

\_\_\_\_\_  
Patron – Mayor Avula (By Request)

\_\_\_\_\_  
Approved as to form and legality  
by the City Attorney  
\_\_\_\_\_

PUBLIC HEARING: MAY 12 2025 AT 6 P.M.

WHEREAS, the owner of the property known as 2618 Rear West Main Street, which is situated in a R-7 Single – and Two- Family Urban Residential District, desires to use such property for the purpose of a multifamily dwelling containing up to four dwelling units, which use, among other things, is not currently allowed by sections 30-413.2, concerning permitted principal uses, 30-413.6, concerning yards, 30-413.7, concerning lot coverage, and 30-610.1, concerning public street frontage and access easements, of the Code of the City of Richmond (2020), as amended; and

WHEREAS in accordance with section 17.11 of the Charter of the City of Richmond (2020), as amended, it has been made to appear that, if granted subject to the terms and conditions set forth in this ordinance, the special use granted by this ordinance will not be detrimental to the

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

ADOPTED: \_\_\_\_\_ REJECTED: \_\_\_\_\_ STRICKEN: \_\_\_\_\_

safety, health, morals and general welfare of the community involved, will not tend to create congestion in streets, roads, alleys and other public ways and places in the area involved, will not create hazards from fire, panic or other dangers, will not tend to overcrowding of land and cause an undue concentration of population, will not adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements, and will not interfere with adequate light and air; and

WHEREAS, (i) the City Planning Commission has conducted a public hearing to investigate the circumstances and conditions upon which the Council is empowered to authorize such use, (ii) the City Planning Commission has reported to the Council the results of such public hearing and investigation and its recommendations with respect thereto, and (iii) the Council has conducted a public hearing on this ordinance at which the person in interest and all other persons have had an opportunity to be heard;

NOW, THEREFORE,

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. **Finding.** Pursuant to section 30-1050.1 of the Code of the City of Richmond (2020), as amended, the Council hereby finds that the special use set forth in and subject to the terms and conditions of this ordinance will not (i) be detrimental to the safety, health, morals and general welfare of the community involved, (ii) tend to create congestion in streets, roads, alleys and other public ways and places in the area involved, (iii) create hazards from fire, panic or other dangers, (iv) tend to overcrowding of land and cause an undue concentration of population, (v) adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements, or

(vi) interfere with adequate light and air.

**§ 2. Grant of Special Use Permit.**

(a) Subject to the terms and conditions set forth in this ordinance, the property known as 2618 Rear West Main Street and identified as Tax Parcel No. W000-1162/062 in the 2025 records of the City Assessor, being more particularly shown on a survey entitled “Topographic Survey Showing 0.097 Acre of Land Known as Parcel ID: W0001162062, City of Richmond, Virginia,” prepared by ThomaSurveying, P.C., and dated November 3, 2023, a copy of which is attached to and made a part of this ordinance, hereinafter referred to as “the Property,” is hereby permitted to be used for the purpose of a multifamily dwelling containing up to four dwelling units, hereinafter referred to as “the Special Use,” substantially as shown on the plans entitled “2618 W Main St, Richmond, VA 23220,” prepared by ADO/Architecture Design Office, and dated May 21, 2024, hereinafter referred to as “the Plans,” copies of which are attached to and made a part of this ordinance.

(b) The adoption of this ordinance shall constitute the issuance of a special use permit for the Property. The special use permit shall inure to the benefit of the owner or owners of the fee simple title to the Property as of the date on which this ordinance is adopted and their successors in fee simple title, all of which are hereinafter referred to as “the Owner.” The conditions contained in this ordinance shall be binding on the Owner.

**§ 3. Special Terms and Conditions.** This special use permit is conditioned on the following special terms and conditions:

(a) The Special Use of the Property shall be as a multifamily dwelling containing up to four dwelling units, substantially as shown on the Plans.

(b) No off-street parking shall be required for the Special Use.

- (c) The height of the Special Use shall be substantially as shown on the Plans.
- (d) All building materials, elevations, and site improvements, including landscaping and walkways, shall be substantially as shown on the Plans.
- (e) All mechanical equipment serving the Property shall be located or screened so as not to be visible from any public right-of-way.
- (f) No fence or landscape wall shall be permitted within five feet of any public right-of-way, except substantially as shown on the Plans. No fences on the Property shall exceed six and one-half feet in height.
- (g) Lighting levels along the alley rights-of-way shall meet the requirements of the City of Richmond Street Light Policy and “Section II\_02, Street Light and Electric Distribution Design Standards,” prepared by the City of Richmond Department of Public Utilities and dated January 2022. The Owner, at its sole cost and expense, shall provide any further lighting necessary to meet the requirements of the City of Richmond Street Light Policy and the Street Light and Electric Distribution Design Standards along the full length of the alley right-of-way serving the Property, prior to issuance of any Certificate of Occupancy.

§ 4. **Supplemental Terms and Conditions.** This special use permit is conditioned on the following supplemental terms and conditions:

- (a) All required final grading and drainage plans, together with all easements made necessary by such plans, must be approved by the Director of Public Utilities prior to the issuance of the building permit.
- (b) Storm or surface water shall not be allowed to accumulate on the land. The Owner, at its sole cost and expense, shall provide and maintain at all times adequate facilities for the drainage of storm or surface water from the Property so as not to adversely affect or damage any

other property or public streets and the use thereof.

(c) Facilities for the collection of refuse shall be provided in accordance with the requirements of the Director of Public Works. Such facilities shall be located or screened so as not to be visible from adjacent properties and public streets.

(d) Any encroachments existing, proposed on the Plans or contemplated in the future shall require separate authorization and shall be subject to the applicable provisions of the Code of the City of Richmond (2020), as amended, and all future amendments to such laws.

(e) The Owner shall make improvements within the right-of way, including the following: (i) maintenance of alley surfaces from the street to the Property and reconstruction of any associated substandard curb-cut entrances as determined necessary by the Director of Public Works or the designee thereof; (ii) installation of “No Parking” signs as determined necessary by the Director of Public Works or the designee thereof; and (iii) repair, at the sole cost of the Owner, of any damage done to the existing materials within the right-of-way of the alley during construction of the Special Use. Such right-of-way improvements may be completed in one or more phases as approved by the Director of Public Works. All improvements and work within the public right-of-way shall be (i) completed in accordance with the requirements of the Director of Public Works, (ii) considered completed only upon written confirmation by the Director of Public Works or the designee thereof that such improvements and work are in accordance with such requirements, (iii) transferred to the City, following the written confirmation by the Director of Public Works or the designee thereof, pursuant to a transfer of interest document approved as to form by the City Attorney and accepted by the Chief Administrative Officer or the designee thereof on behalf of the City. The Chief Administrative Officer or the designee thereof, for and on behalf of the City, is hereby authorized to accept, in the manner for which this subsection provides, all improvements and work required by and

meeting the requirements of this subsection. The final certificate of occupancy shall not be issued for the Property until all requirements of this subsection are fully satisfied.

(f) In all other respects, the use of the Property shall be in accordance with the applicable underlying zoning regulations.

§ 5. **General Terms and Conditions.** This special use permit is conditioned on the following general terms and conditions:

(a) No permit implementing this special use permit shall be approved until satisfactory evidence has been presented to the Zoning Administrator that any delinquent real estate taxes applicable to the Property have been paid.

(b) The Owner shall be bound by, shall observe and shall comply with all other laws, ordinances, rules and regulations applicable to the Property, except as otherwise expressly provided in this ordinance.

(c) Words and phrases used in this ordinance shall be interpreted to have the meanings ascribed to them by section 30-1220 of the Code of the City of Richmond (2020), as amended, unless the context clearly indicates that a different meaning is intended.

(d) Notwithstanding any other provision of law, this special use permit is being approved due, in part, to the mitigating effects of each and every condition attached hereto; consequently, if any portion of this ordinance is determined to be invalid for any reason by a final, non-appealable order of any Virginia or federal court of competent jurisdiction, the invalidity shall cause the entire ordinance to be void and of no further effect from the effective date of such order.

(e) The privileges granted by this ordinance may be revoked pursuant to the provisions of sections 30-1050.7 through 30-1050.11 of the Code of the City of Richmond (2020), as amended, and all future amendments to such laws. Failure to comply with the terms and conditions

of this ordinance shall constitute a violation of section 30-1080 of the Code of the City of Richmond (2020), as amended, and all future amendments to such law, or any other applicable laws or regulations.

(f) When the privileges granted by this ordinance terminate and the special use permit granted hereby becomes null and void, whether as a result of the Owner relinquishing this special use permit in a writing addressed to the Director of Planning and Development Review or otherwise, use of the Property shall be governed thereafter by the zoning regulations prescribed for the district in which the Property is then situated.

§ 6. **Implementation.** The Commissioner of Buildings is authorized to issue a building permit substantially in accordance with the Plans for the Special Use subject to the terms and conditions set forth in this ordinance. An application for the building permit shall be made within 1,096 calendar days following the date on which this ordinance becomes effective. If either the application for the building permit is not made within the time period stated in the previous sentence or the building permit terminates under any provision of the Virginia Statewide Building Code, this ordinance and the special use permit granted hereby shall terminate and become null and void.

§ 7. **Effective Date.** This ordinance shall be in force and effect upon adoption.

APPROVED AS TO FORM:

CITY ATTORNEY'S OFFICE

# City of Richmond

## Intracity Correspondence

### O&R Transmittal

**DATE:** March 4, 2025

**TO:** The Honorable Members of City Council

**THROUGH:** The Honorable Dr. Danny Avula, Mayor (by request)  
(This in no way reflects a recommendation on behalf of the Mayor)

**THROUGH:** Sabrina Joy-Hogg, Interim Chief Administrative Officer

**THROUGH:** Sharon L. Ebert, Deputy Chief Administrative Officer for Economic Development and Planning

**FROM:** Kevin J. Vonck, Director of Planning & Development Review

**RE:** To authorize the special use of the property known as 2618 Rear West Main Street for the purpose of a multifamily dwelling containing up to four dwelling units, upon certain terms and conditions.

**ORD. OR RES. No.** \_\_\_\_\_

**PURPOSE:** The Special Use Permit is required to permit development on a property that does not front on a public street, along with various dimensional requirements such as setbacks and lot size.

**BACKGROUND:** The property is located in the Fan neighborhood on the alley to the north of West Main Street, between North Mulberry Street and North Robinson Street. The property is currently 4225 sq. ft. (0.1 acre) and contains several garages. The City's Richmond 300 Master Plan designates a future land use for the subject property as Community Mixed Use, which is defined as "Cluster of medium-density, walkable commercial and residential uses that provide neighborhood services to nearby residential communities and sometimes feature regional attractions" (p. 58)



Intensity: Buildings generally ranging from two to six stories, based on street widths and depending on the historic context and stepping down in height adjacent to residential areas, as necessary. New buildings that are taller than historical buildings should step back from the build to line after matching the height of the predominant cornice line of the block.

The current zoning for this property is R-7 - Residential (Single & 2 Family Urban). Adjacent properties generally contain residential single-family uses. The density of the proposed is four units upon 0.1 acres or 40 units per acre.

**COMMUNITY ENGAGEMENT:** The Fan District Association and Fan Business Alliance were notified of the application; additional community notification will take place after introduction.

**STRATEGIC INITIATIVES AND OTHER GOVERNMENTAL:** Richmond 300 Master Plan; Ordinance to be considered by the Planning Commission on May 6, 2025

**FISCAL IMPACT:** \$300 application fee.

**DESIRED EFFECTIVE DATE:** Upon adoption

**REQUESTED INTRODUCTION DATE:** April 14, 2025

**CITY COUNCIL PUBLIC HEARING DATE:** May 12, 2025

**REQUESTED AGENDA:** Consent

**RECOMMENDED COUNCIL COMMITTEE:** Planning Commission May 6, 2025

**AFFECTED AGENCIES:** Office of Chief Administrative Officer; Law Department (for review of draft ordinance)

**RELATIONSHIP TO EXISTING ORD. OR RES.:** None

**ATTACHMENTS:** Draft Ordinance, Application Form, Applicant's Report, Plans, Survey, Map

**STAFF:** Madison Wilson, Planner, Planning and Development Review (Room 511) 646-7436



## 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: 2618 Rear Main Date: 09/12/2023  
Parcel I.D. #: W0001162062 Fee: \$300  
Total area of affected site in acres: 0.097

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

### Zoning

Current Zoning: R-7

Richmond 300 Land Use Designation: Community Mixed-Use

### Proposed Use

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

Four new single-family attached dwellings on the currently vacant parcel

Existing Use: Garage

Is this property subject to any previous land use cases?

Yes

No

☐☒

If Yes, please list the Ordinance Number: \_\_\_\_\_

**Applicant/Contact Person:** Will Gillette / Mark Baker

Company: Baker Development Resources

Mailing Address: 530 East Main Street, Suite 730

City: Richmond State: VA Zip Code: 23219

Telephone: (804) 874-6275

Fax: ( )

Email: markbaker@bakerdevelopmentresources.com

**Property Owner:** Powell Family LC J.M. Powell, member

If Business Entity, name and title of authorized signee: Powell family LC by J.M. Powell, member

Powell family LC by J.M. Powell, member (Sep 12, 2023 18:32 EDT)

(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: 8723 Higginbotham Place

City: RICHMOND State: VA Zip Code: 23229

Telephone: ( ) Fax: ( )

Email: \_\_\_\_\_

**Property Owner Signature:** Powell family LC by J.M. Powell, member

Powell family LC by J.M. Powell, member (Sep 12, 2023 18:32 EDT)

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'S REPORT

*September 18, 2023*

*Revised September 25, 2024*

*Special Use Permit*

*2618 Rear W Main Street, Richmond, Virginia*

*Map Reference Numbers: W000-1162/062*

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Submitted to:

**City of Richmond**

Department of Community Development

Land Use Administration

900 East Broad Street

Richmond, Virginia 23219

Prepared by:

**Baker Development Resources**

530 West Main Street, Suite 730

Richmond, Virginia 23221

## Introduction

The property owner is requesting a special use permit (the "SUP") for 2618 Rear W Main Street (the "Property"). The SUP would authorize the construction of four (4) dwelling units, configured as single-family attached on the Property. While the use is compatible with uses permitted by the underlying R-7 Single- And Two-Family Urban Residential District, the proposal would not have frontage on an improved public street and, therefore, a SUP is required.

## Existing Conditions

### SITE DESCRIPTION AND EXISTING LAND USE

The Property is located in the center of the block surrounded by Floyd Avenue to the north, N Mulberry Street to the east, W Main Street to the south, and N Robinson to the east and is referenced by the City Assessor as tax parcel W-000-1162/062. The Property is roughly 75 feet wide by 64 feet deep and contains approximately 4,225 square feet of lot area. The Property is currently improved with a 1-story residential detached garage that was built in 1913. An east-west alley running parallel between N Mulberry Street and N Robinson Street provides access.



The properties in the immediate vicinity are developed with a mix of uses. Most properties in the vicinity are developed with residential uses including single-family, two-family, and multifamily dwellings. Additionally, within the subject block, there are commercial, and office uses present.

## EXISTING ZONING

The Property and those to the immediate south and East are zoned R-7 Single- And Two-Family Residential. The northern area of the subject block, across the east-west alley, is zoned R-48 Multi-Family Residential. Similarly, further to the east are properties zoned R-48 along S Arthur Ashe Boulevard. Across W Main Street to the south and southeast are properties zoned UB Urban Business District.

## MASTER PLAN DESIGNATION

The Richmond 300 Master Plan (the "Master Plan") suggests "Community Mixed-Use" for the Property. The Master Plan describes this land use designation as a "cluster of medium-density, walkable commercial and residential uses." Recommended development styles "should generally complement existing context." The building size, density, and zoning districts for these areas vary depending on historical densities and neighborhood characteristics. In so far as density is concerned, the subject block has an average density of 28.4 units per acre with diverse residential uses ranging from 8.4 units per acre to 55.9 units per acre. This proposal contemplates a density of 41.2 units per acre, which is within this range and in keeping with multi-family uses in the vicinity. Multi-family uses are contemplated by the Master Plan as primary uses and considering single-family houses are contemplated as secondary uses, the proposed density is consistent with future land use guidance.

In addition to the Property-specific guidance offered by the Vision and Core Concepts chapter, there are a number of other goals elsewhere within the Master Plan that support this request:

- Page 109 (Equitable Transportation Chapter), Objective 6.1 to "Increase the number of residents and jobs at Nodes and along enhanced transit corridors in a land development pattern that prioritizes multi-modal transportation options."
  - b. Develop housing at all income levels in and near Nodes and along major corridors (see strategies Goal 14).
- Page 136 (Diverse Economy Chapter), Objective 11.1 to "Increase the areas of appropriately zoned land near various transportation modes and housing to retain, create, and attract employers."
  - d. Encourage the development of a variety of quality housing types to house employees across the economic spectrum (see Goal 14).
- Page 150 (Inclusive Housing Chapter), Objective 14.1 to "Increase city-wide awareness of the importance of integrating housing at all income levels into every residential neighborhood so every household has housing choice throughout the city."
- Page 152 (Inclusive Housing Chapter) (see map on p. 153), Objective 14.4 to "Increase the number of mixed-income communities along enhanced transit corridors."
- Page 152 (Inclusive Housing Chapter) (see map on p. 153), Objective 14.5 to "Encourage more housing types throughout the city and greater density along enhanced transit corridors and at Nodes (shown in Figure 38 [p.153]) by amending the Zoning Ordinance."
  - e) Allow the development of middle housing (2- to 4- unit buildings) by right within 1/2 mile of high-frequency transit stops.
- Page 159 (Thriving Environment Chapter) Objective 15.1 to "Reduce air pollution related to transportation."

- a. Increase the number of Richmonders living in a development pattern that encourages density and reduces dependency on single-occupancy vehicles (see Goal 1, Goal 8, Goal 14).
- Page 86 (High-Quality Places Chapter), Objective 1.4, to “maintain and improve primarily residential areas by increasing their linkages to...corridors...and maintaining high-quality design standards.”
- Page 100 (High Quality Places Chapter), Objective 4.1, to “create and preserve high-quality, distinctive, and well-designed neighborhoods and nodes throughout the City,” as the request introduces thoughtfully designed new construction in a manner not otherwise assured by-right.

## Proposal

### PROJECT SUMMARY

The proposed development includes the construction of four dwelling units, configured as single-family attached. The proposed dwellings would face north fronting on an east-west alley.

### PURPOSE OF REQUEST

The property is roughly 75 feet wide along the proposed frontage, 64 feet deep, and contains approximately 4,225 square feet of lot area. The owner would now like to demolish the existing garage structures and construct four dwellings, configured as single-family attached and fronting onto the east-west alley. While the applicant is planning to connect the proposed dwellings with all City services, they do not front on an improved City street and therefore, a SUP is required to permit the proposed development.

In exchange for the SUP, the intent of this request is to ensure a high-quality, market rate infill development. The overall project would be appropriately dense and efficient and similar projects on internal lots with alley access have been approved in similar contexts. Finally, the quality assurances conditioned through the SUP would guarantee a higher quality development than might otherwise be developed by right.

### PROJECT DETAILS

The proposed buildings are urban row homes in configuration and are intended to be consistent with other residential buildings in the vicinity. The buildings would be three stories in height. The rear of each dwelling would have a rear patio and a rooftop terrace for usable outdoor living area. Each dwelling would have a 1-car garage on the ground floor to be accessible from the east-west alley. A common courtyard would be provided towards the rear of the attached dwellings.

The two outer dwelling units would consist of roughly 2,275 square feet of floor area and the inner units would include approximately 2,346 square feet of floor area. Each unit would include three bedrooms and three and one-half bathrooms. The unit layouts are modern with open living areas and large functional kitchens to meet the needs of today's homebuyers.

## Findings of Fact

The following are factors indicted in Section 17.11 of the Charter and Section 30-1050.1 of the Zoning Ordinance relative to the approval of special use permits by City Council. The proposed special use permit will not:

- ***Be detrimental to the safety, health, morals and general welfare of the community involved.***

The proposed special use permit will not impact the safety, health, morals and general welfare of the nearby neighborhoods.

- ***Tend to create congestion in streets, roads, alleys and other public ways and places in the area involved.***

The proposed special use permit will not result in significant traffic impacts. The negligible traffic generation will create no congestion on streets, roads, alleys or any other public right of way.

- ***Create hazards from fire, panic or other dangers.***

The property will be developed in a manner consistent with the requirements of the building code and in accordance with the requirements of Fire and Emergency Services. The City's codes applicable to this development are designed to eliminate such hazards.

- ***Tend to overcrowding of land and cause an undue concentration of population.***

The proposed special use permit amendment will not tend to overcrowd the land or create an undue concentration of population. The building massing is pre-existing and will not be increased by this request. The proposed density represents a reasonable density that is necessary to accomplish the rehabilitation of the existing building. The proposed dwellings would be appropriately sized for the market.

- ***Adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements.***

The special use permit would not adversely affect the above referenced City services. To the contrary, the proposal would provide positive fiscal (tax) benefits that would enhance the City's ability to provide these services to the proposed development.

- ***Interfere with adequate light and air.***

The light and air available to the subject and adjacent properties will not be affected.

## Summary

In summary we are enthusiastically seeking approval for the construction of the proposed dwelling units. The buildings have been thoughtfully designed in order to provide appropriate, high-quality, market-rate infill development. The request would upgrade the Property while remaining consistent with the existing housing styles and density in the vicinity and meeting the goals of the Richmond 300 Master Plan. Finally, the quality assurances conditioned through the SUP would guarantee a higher quality development than might otherwise be developed by right.



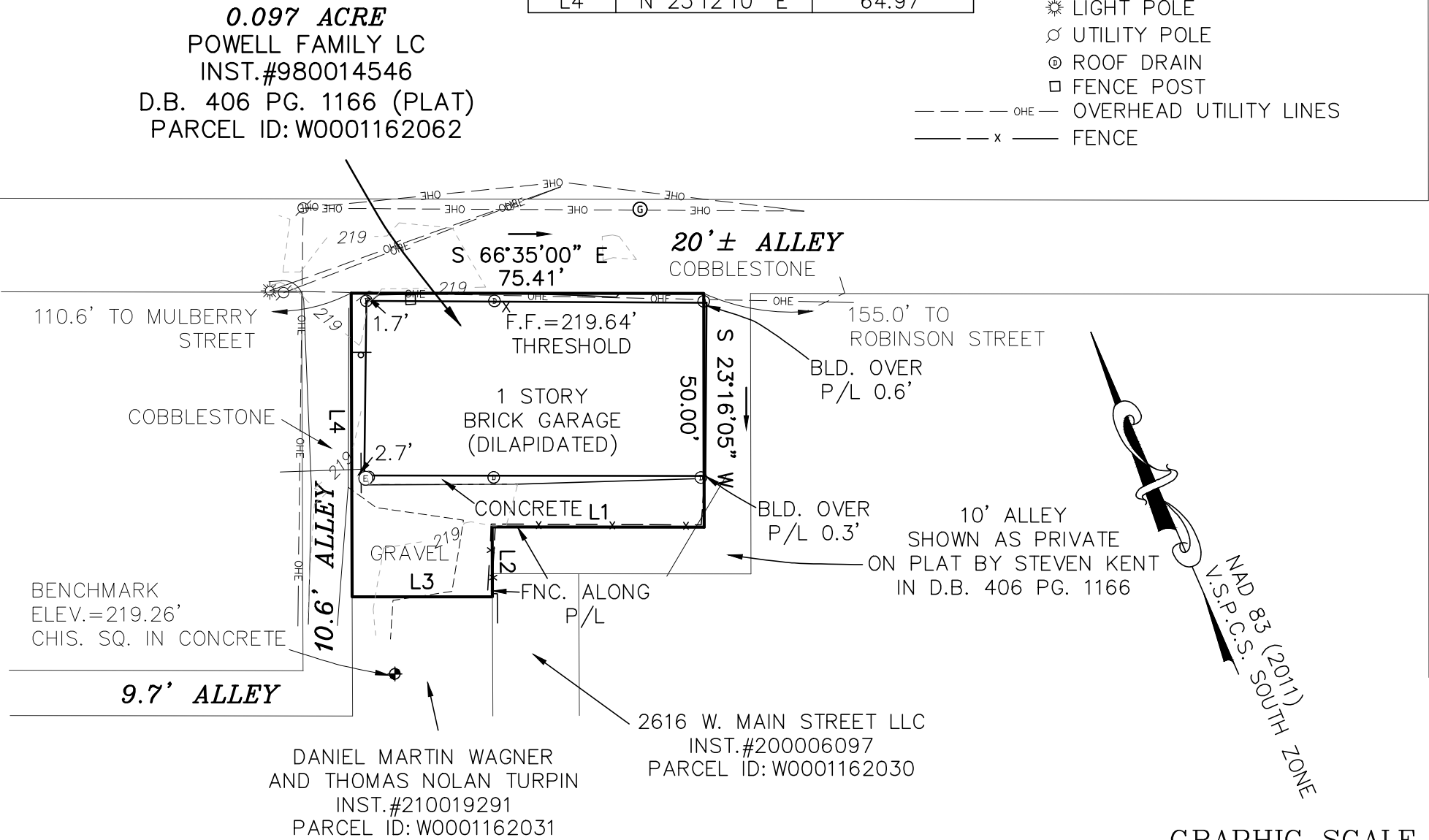
NOTES:

- 1.) OWNERSHIP:  
POWELL FAMILY LC  
INST.#980014546  
D.B. 406 PG. 1166 (PLAT)  
PARCEL ID: W0001162062
- 2.) NO UNDERGROUND UTILITIES ARE SHOWN HEREON.
- 3.) THE PARCEL SHOWN HEREON LIES IN ZONE 'X' OF THE FEMA DEFINED FLOOD HAZARD AREA AS SHOWN ON FLOOD INSURANCE RATE MAP #5101290036D, EFFECTIVE DATE APRIL 2, 2009.
- 4.) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT, THEREFORE ALL ENCUMBRANCES OF RECORD MAY NOT BE SHOWN HEREON.
- 5.) DURING THE PROCESS OF THIS TOPOGRAPHIC SURVEY NO EVIDENCE OF A CEMETERY WAS FOUND ON THE PROPERTY. NO FURTHER INSPECTION HAS BEEN MADE FOR POSSIBLE CEMETERIES.
- 6.) DATUM:  
HORIZONTAL – NAD83(2011) V.S.P.C.S. SOUTH ZONE  
VERTICAL – NAVD88
- 7.) THE CONTOUR INTERVAL SHOWN HEREON IS 1'.
- 8.) THE INFORMATION SHOWN HEREON WAS OBTAINED FROM A FIELD RUN TOPOGRAPHIC SURVEY PERFORMED BY THOMASURVEYING ON NOVEMBER 3, 2023.

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N 66°35'07" W	45.35'
L2	S 23°13'00" W	14.95'
L3	N 66°36'55" W	30.00'
L4	N 23°12'10" E	64.97'

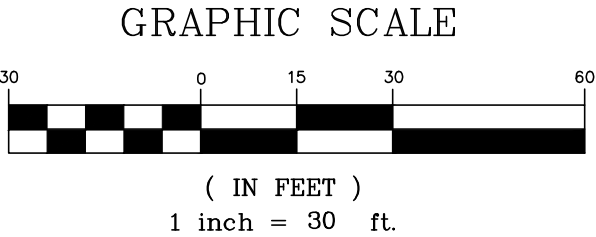
LEGEND

- ⊙ GAS TEST
- ⊙ ELECTRIC METER
- ◆ BENCHMARK
- ⚡ SIGN
- ☀ LIGHT POLE
- ⊗ UTILITY POLE
- ⊙ ROOF DRAIN
- FENCE POST
- OHE --- OVERHEAD UTILITY LINES
- x --- FENCE



TOPOGRAPHIC SURVEY SHOWING  
0.097 ACRE OF LAND KNOWN AS  
PARCEL ID: W0001162062  
CITY OF RICHMOND, VIRGINIA

SCALE - 1" = 30'      DATE: NOVEMBER 3, 2023



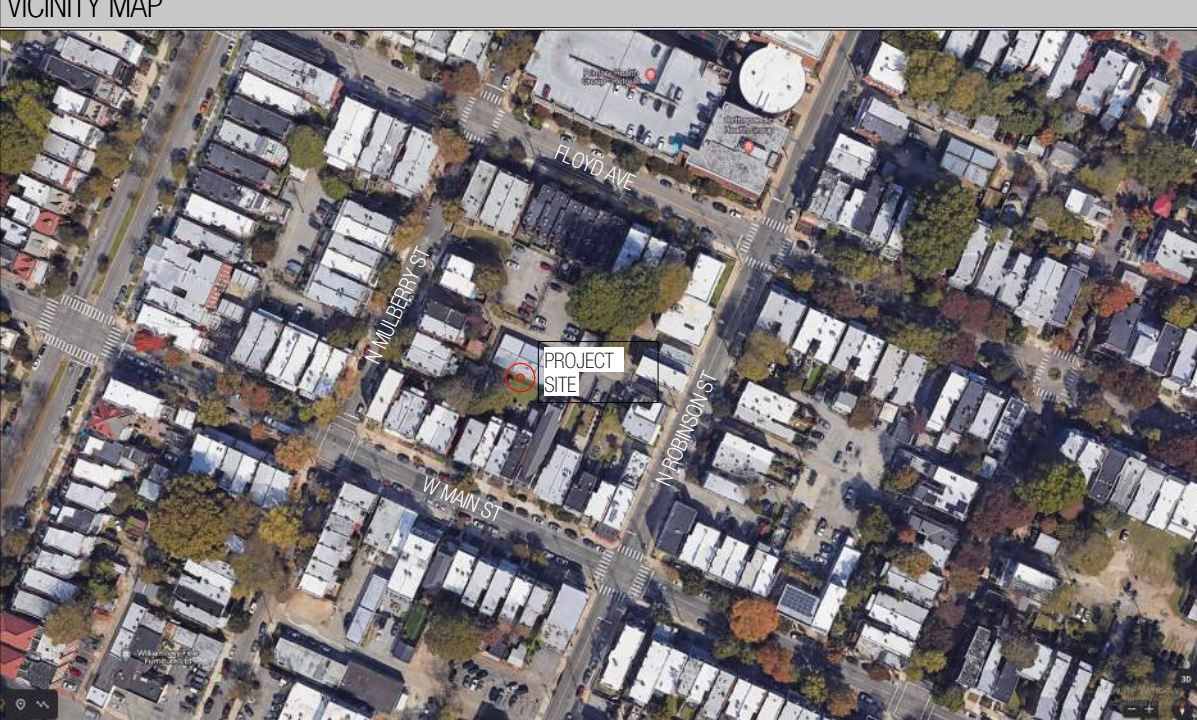
DESIGNED:  
DRAWN: KJ  
CHECKED: KJ

**ThomaSurveying, P.C.**  
Surveying and Consulting  
2303 Darley Drive  
Powhatan, VA 23139  
804-239-5118





PROJECT DESCRIPTION				
SPECIAL USE PERMISSION APPLICATION FOR NEW TOWNHOMES ON EXISTING PARCEL				
CODE INFORMATION				
APPLICABLE CODES:	VIRGINIA RESIDENTIAL CODE (VRC) 2018			
CONSTRUCTION TYPE:	V-B			
USE GROUP:	R-5 - VRC			
FIRE SUPPRESSION:	N/A			
ALLOWABLE BUILDING AREAS (EACH RESIDENCE):				
LEVEL	USE GROUP	ACTUAL AREA (SF)	ALLOWABLE AREA (SF) (PER VCC TABLE 506.2)	
LEVEL 1	R-5 - VRC	682 SF		
LEVEL 2	R-5 - VRC	833 SF		
LEVEL 3	R-5 - VRC	833 SF		
ROOF LEVEL (TERRACE & ACCESS ROOM)	R-5 - VRC	429 SF		
TOTAL	R-5 - VRC	2777 SF	7000 SF	
ZONING INFORMATION				
ZONING DISTRICT:	R-7 SINGLE- AND TWO-FAMILY URBAN RESIDENTIAL DISTRICT (PROJECT REQUIRES SPECIAL USE PERMISSION FOR WHICH THESE DRAWINGS ACCOMPANY THE APPLICATION)			
ECONOMIC ZONES:	--			
PARCEL AREA:	0.097 ACRES (4225 SF)			
REQUIRED YARDS:	FRONT	REAR	SIDE	STREET SIDE
ALLOWED:	>15'	>5'	N/A	N/A
ACTUAL:	0' (SUP)	(REFER TO SITE PLAN)	N/A	N/A
	ALLOWED		ACTUAL	
LOT COVERAGE:	<55% (PER ZONING DISTRICT)		89% (SUP)	
LOT WIDTH:	>18' (PER ZONING DISTRICT)		18'+	
LOT AREA:	>2200 SF (PER ZONING DISTRICT)		825 SF (SUP)	
BUILDING HEIGHT:	<35' (PER ZONING DISTRICT)		44' (INCLUDES PARTIAL AREA 4TH FLOOR - SUP...)	



DRAWING INDEX		
SHEET #	SHEET NAME	PERMIT SET
0	TITLE SHEET	X
CS01	9.5 ARCH	
A100	SITE PLAN	X
A101	FLOOR PLANS	X
A102	FLOOR PLANS	X
A103	FLOOR PLANS	X
A104	FLOOR PLANS	X
A301	EXTERIOR ELEVATIONS	X
A401	BUILDING SECTION	X
A501	AERIAL PERSPECTIVE	X
SHEET COUNT: 9		

SUP REVIEW RESPONSE TO  
REDUCE HEIGHT  
5-21-2024

ARCHITECT:  
ADO/ Architecture Design Office  
728 E Main Street  
Richmond, Virginia 23219  
804 343 1212

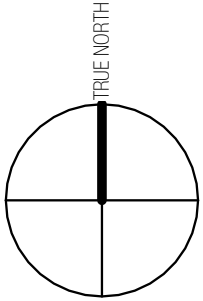
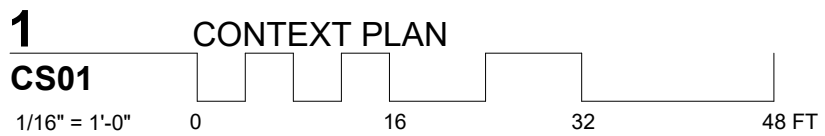
2618 W MAIN ST

Richmond, VA 23220

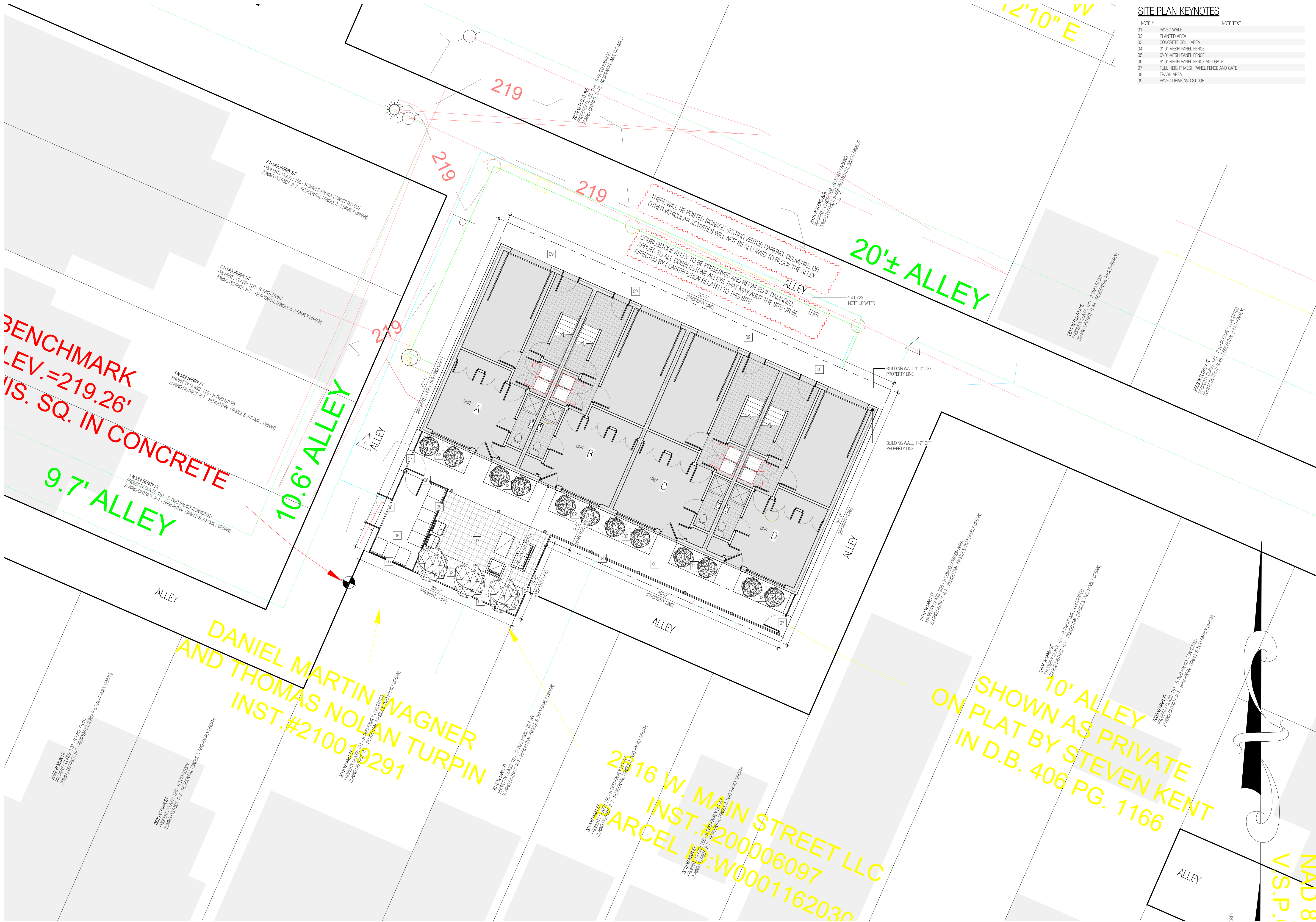
TITLE SHEET

PROJ NUMBER SHEET NUMBER  
23-2618

CS01







SITE PLAN KEYNOTES	
NOTE #	NOTE TEXT
01	PAVED WALK
02	PLANTED AREA
03	CONCRETE GRILL AREA
04	3'-0" MESH PANEL FENCE
05	6'-0" MESH PANEL FENCE
06	6'-0" MESH PANEL FENCE AND GATE
07	6'-0" MESH PANEL FENCE AND GATE
08	TRASH AREA
09	PAVED DRIVE AND STOOP

1 2024-5-21 SUP Phase - Response to City Comments

SUP REVIEW RESPONSE TO  
REDUCE HEIGHT  
5-21-2024

ARCHITECT:  
ADO/ Architecture Design Office  
728 E Main Street  
Richmond, Virginia 23219  
804 343 1212

2618 W MAIN ST

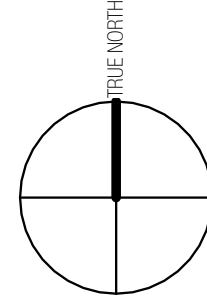
Richmond, VA 23220

SITE PLAN

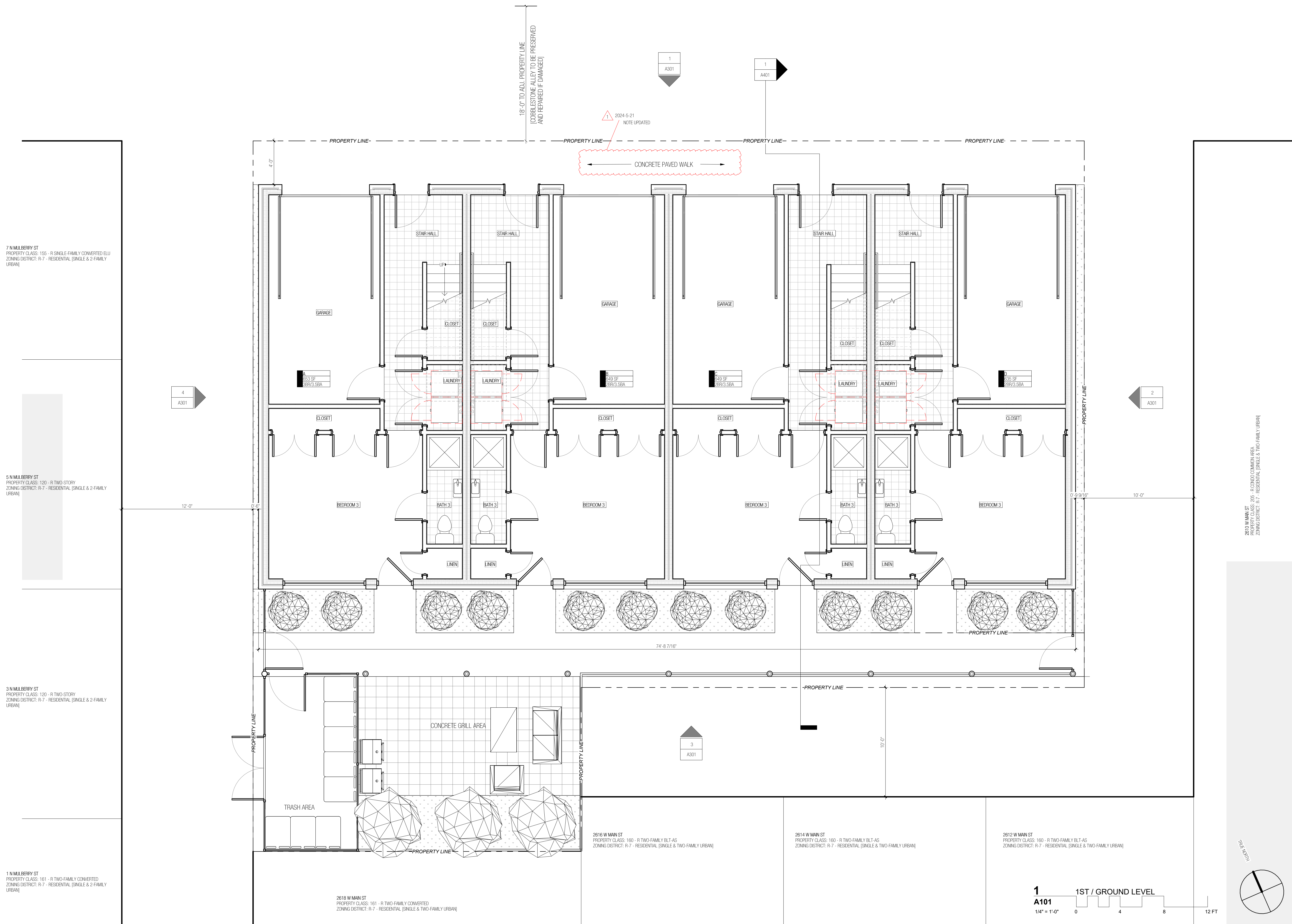
PROJ NUMBER 23-2618 SHEET NUMBER

A100

1 SITE PLAN  
A100  
1/8" = 1'-0"







**SUP REVIEW RESPONSE TO  
REDUCE HEIGHT  
5-21-2024**

**ad** ARCHITECT:  
**ADO/** Architecture Design Office  
728 E Main Street  
Richmond, Virginia 23219  
804 343 1212

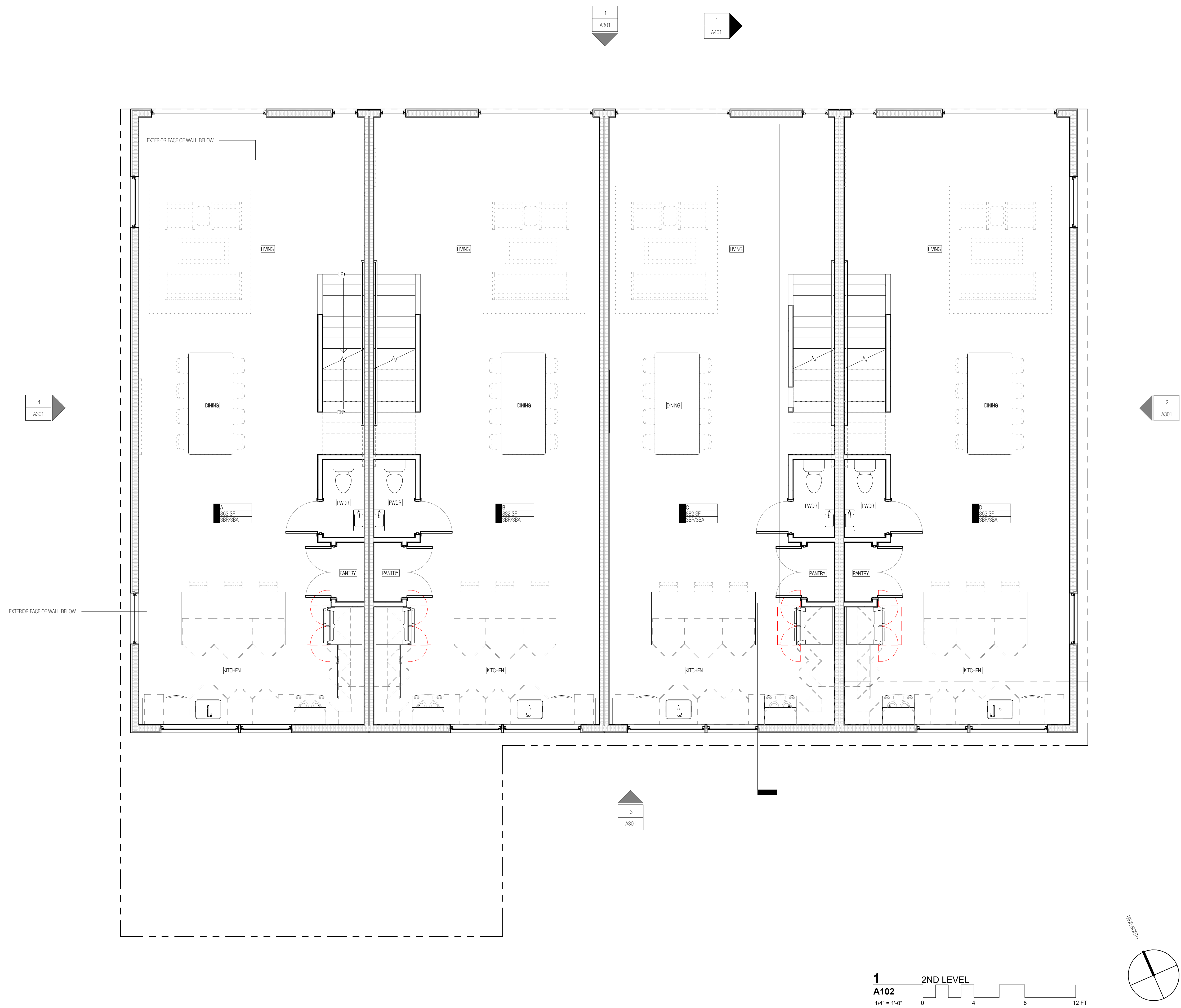
**2618 W MAIN ST**

Richmond, VA 23220

## FLOOR PLANS

PROJ NUMBER	SHEET NUMBER
23-2618	

A101



SUP REVIEW RESPONSE TO  
REDUCE HEIGHT  
5-21-2024

ARCHITECT:  
ADO/ Architecture Design Office  
728 E Main Street  
Richmond, Virginia 23219  
804 343 1212

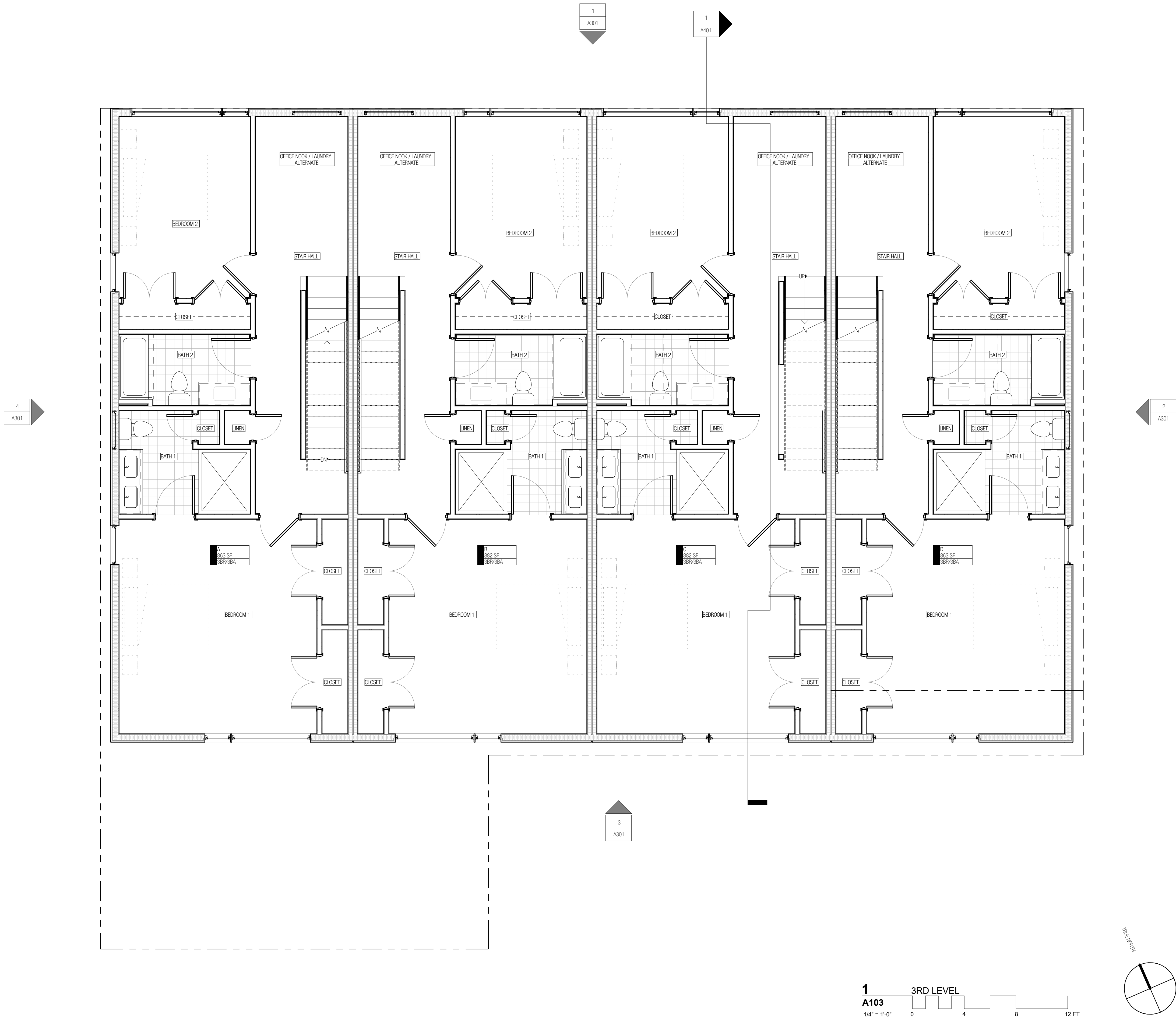
2618 W MAIN ST

Richmond, VA 23220

FLOOR PLANS

PROJ NUMBER 23-2618 SHEET NUMBER

A102



SUP REVIEW RESPONSE TO  
REDUCE HEIGHT  
5-21-2024

ARCHITECT:  
ADO/ Architecture Design Office  
728 E Main Street  
Richmond, Virginia 23219  
804 343 1212

2618 W MAIN ST

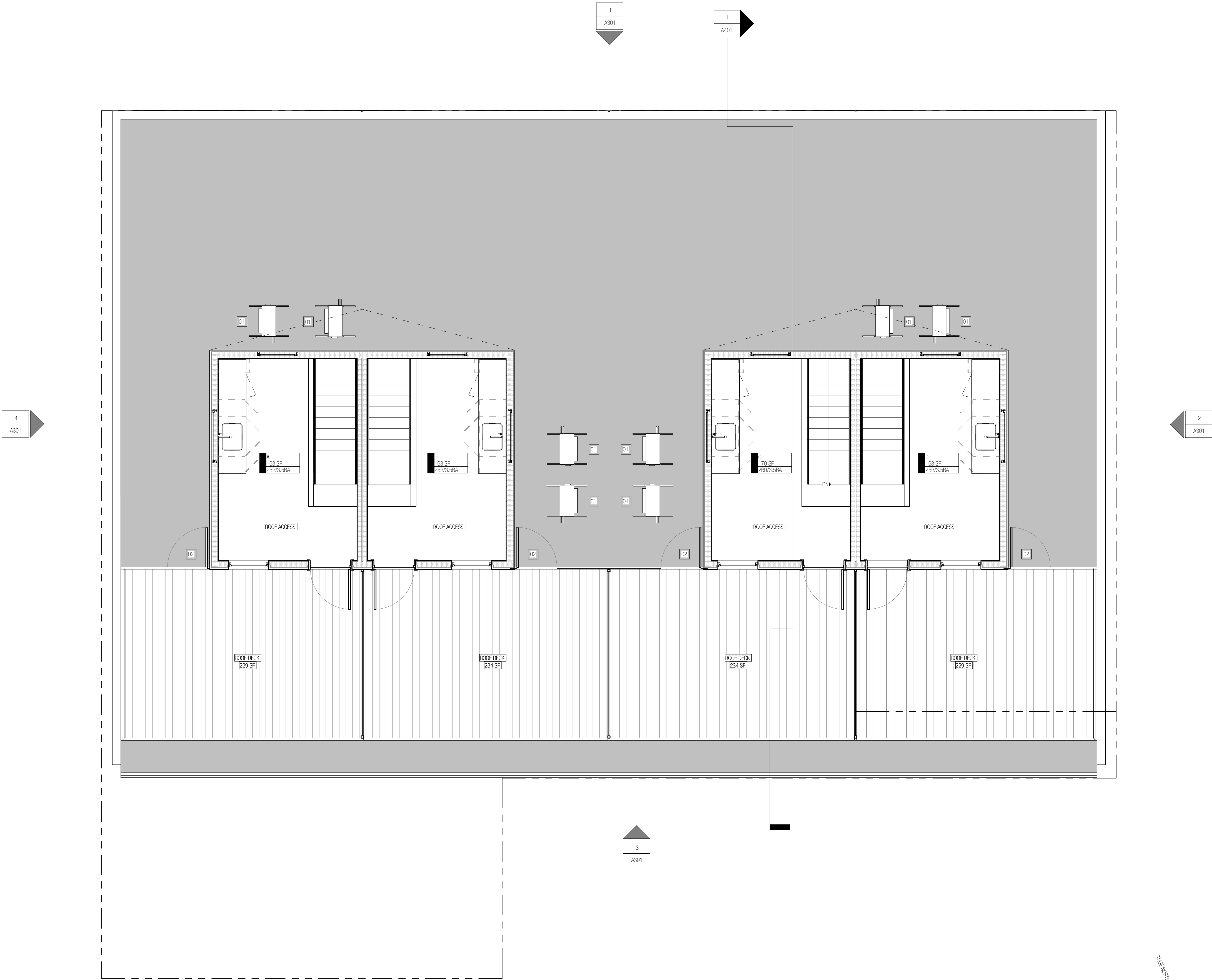
Richmond, VA 23220

FLOOR PLANS

PROJ NUMBER 23-2618 SHEET NUMBER A103

KEYNOTES - ROOF PLAN

MARK	DESCRIPTION
01	APPROXIMATE LOCATION OF ROOFTOP MECHANICAL EQUIPMENT
02	ROOFTOP EQUIPMENT ACCESS GATE



SUP REVIEW RESPONSE TO  
REDUCE HEIGHT  
5-21-2024

ARCHITECT:  
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728 E Main Street  
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2618 W MAIN ST

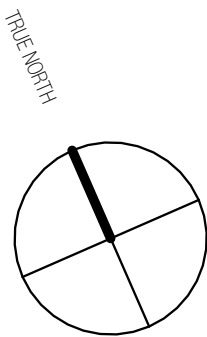
Richmond, VA 23220

FLOOR PLANS

PROJ NUMBER SHEET NUMBER  
23-2618

A104

1  
A104  
1/4" = 1'-0"  
0 4 8 12 FT





KEYNOTES - BUILDING ELEVATIONS

MARK	DESCRIPTION
01	PANEL SIDING
02	BRICK RUNNING BOND
03	ROOF
04	FIXED WINDOW
05	VENT WINDOW
06	HALF-LITE ENTRY DOOR
07	GARAGE DOOR
08	MESH PANEL FENCE OR GUARD RAIL
09	COLUMN
10	FULL-LITE DOOR
11	AWNING WINDOW
12	FULL-HEIGHT MESH PANEL GATE
14	RAILING
15	ROOF DECK

SUP REVIEW RESPONSE TO  
REDUCE HEIGHT  
5-21-2024

ARCHITECT:  
ADO/ Architecture Design Office  
728 E Main Street  
Richmond, Virginia 23219  
804.343.1212

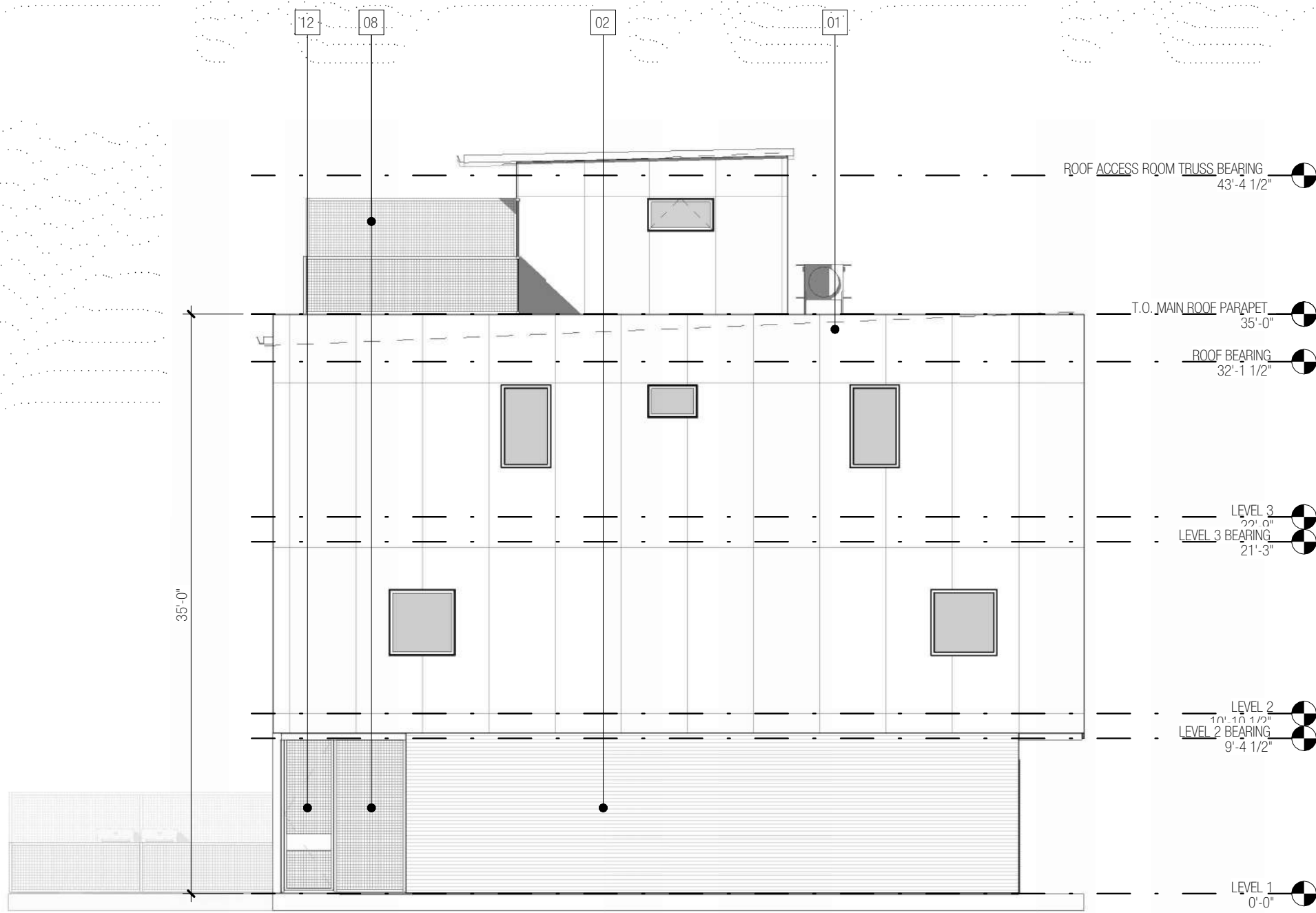
2618 W MAIN ST

Richmond, VA 23220

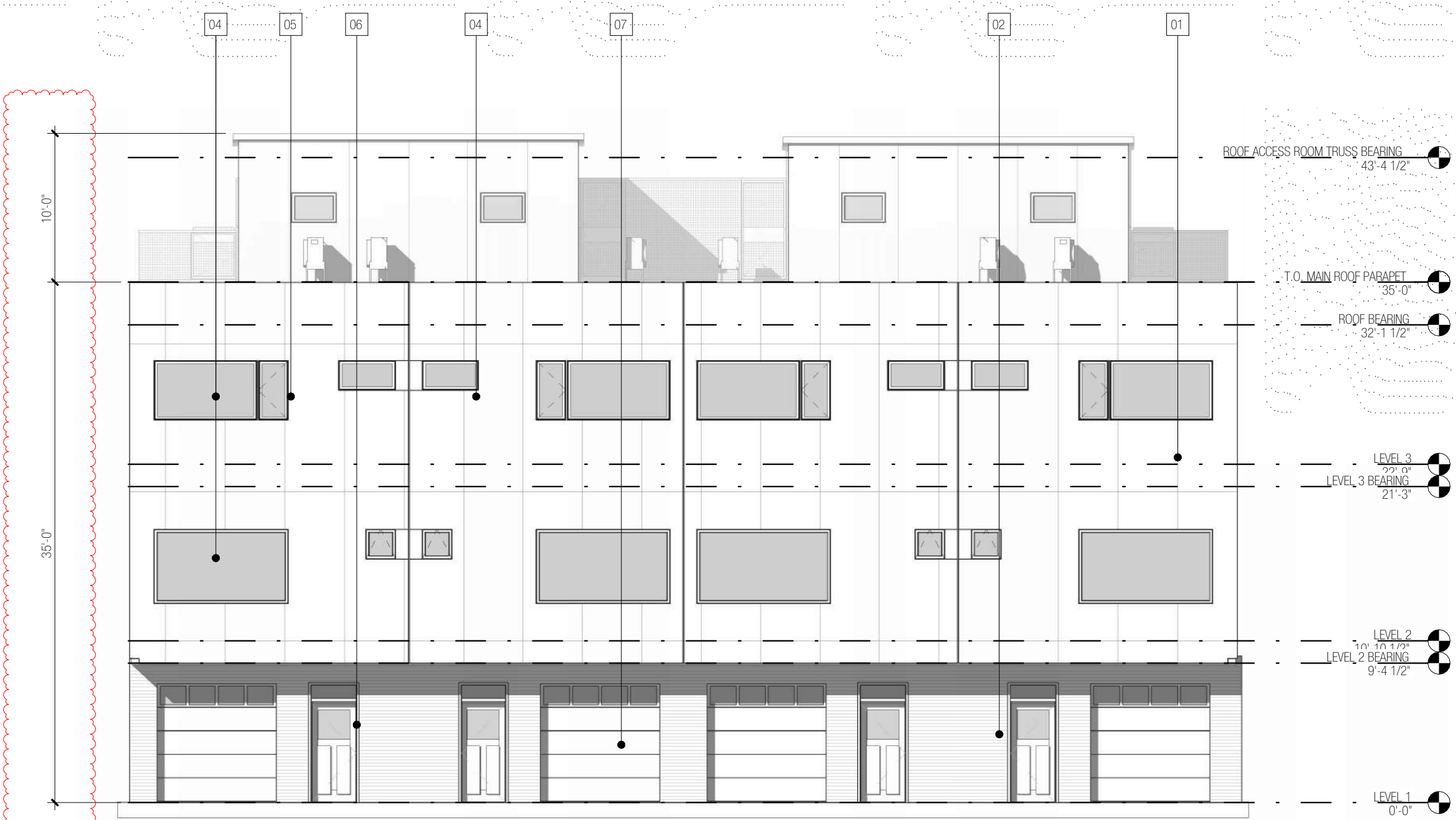
EXTERIOR ELEVATIONS

PROJ NUMBER SHEET NUMBER  
23-2618

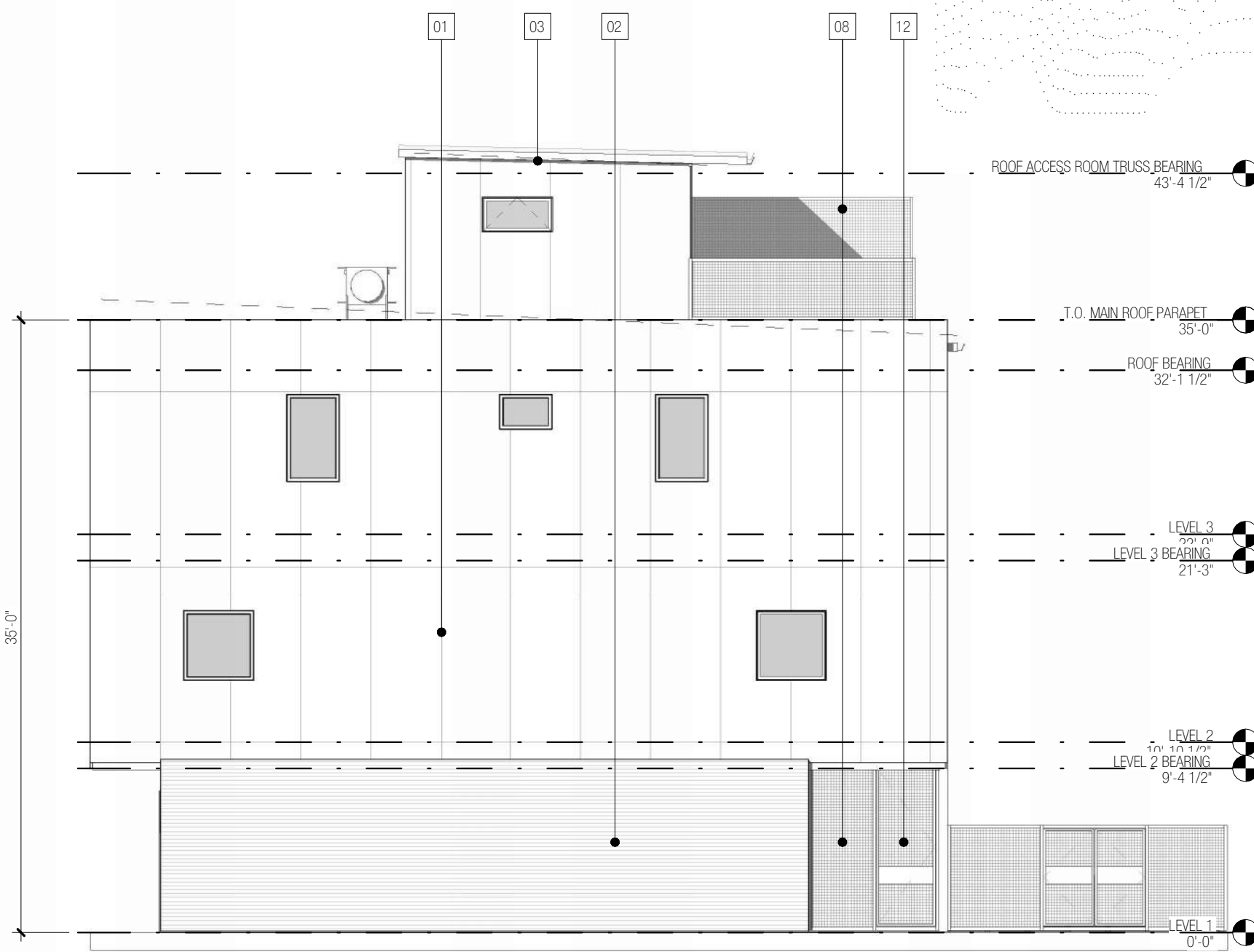
A301



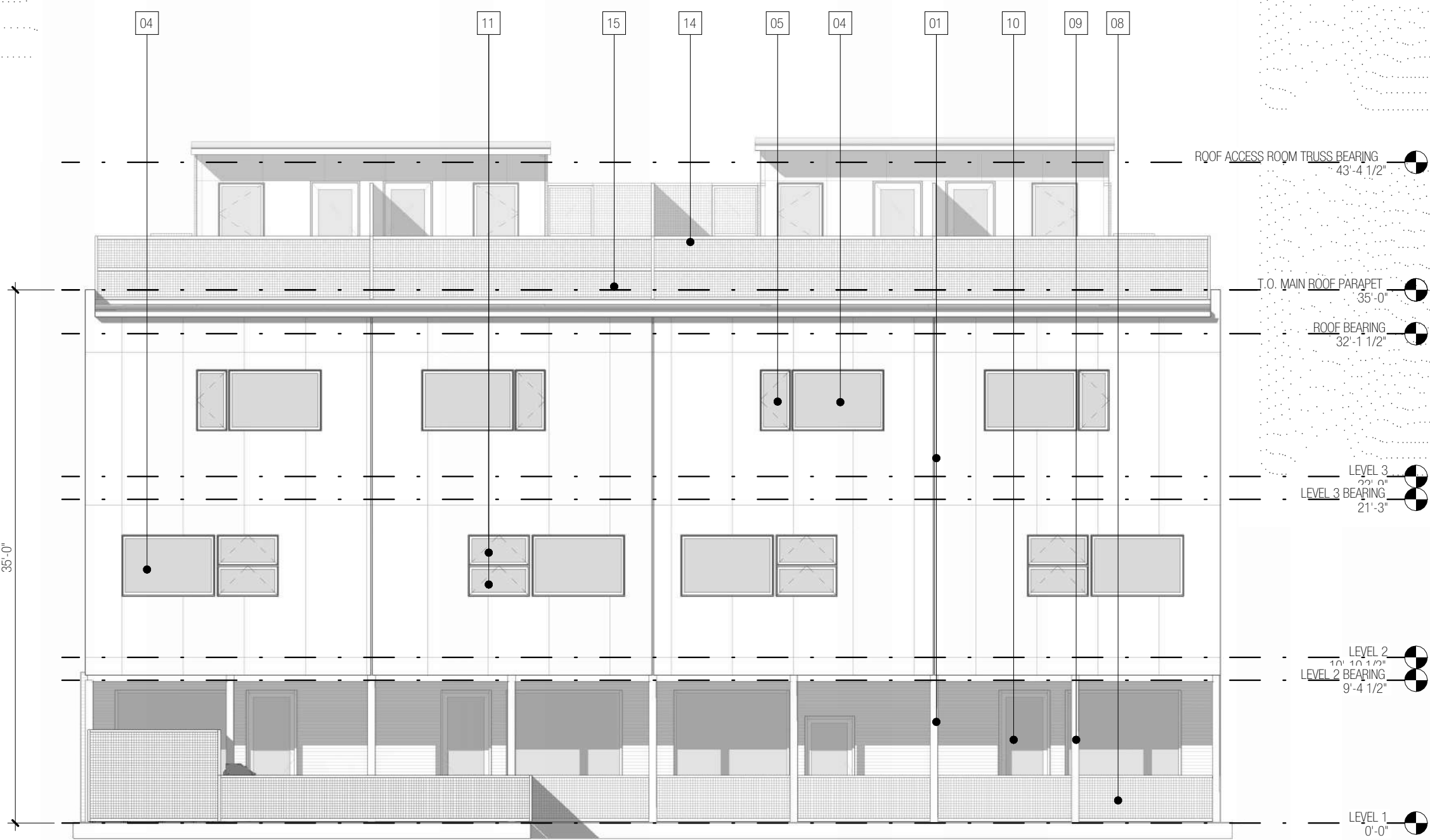
2 EAST/SIDE ALLEY ELEVATION  
A301  
1/8" = 1'-0"



1 NORTH / ALLEY ENTRY ELEVATION  
A301  
1/8" = 1'-0"



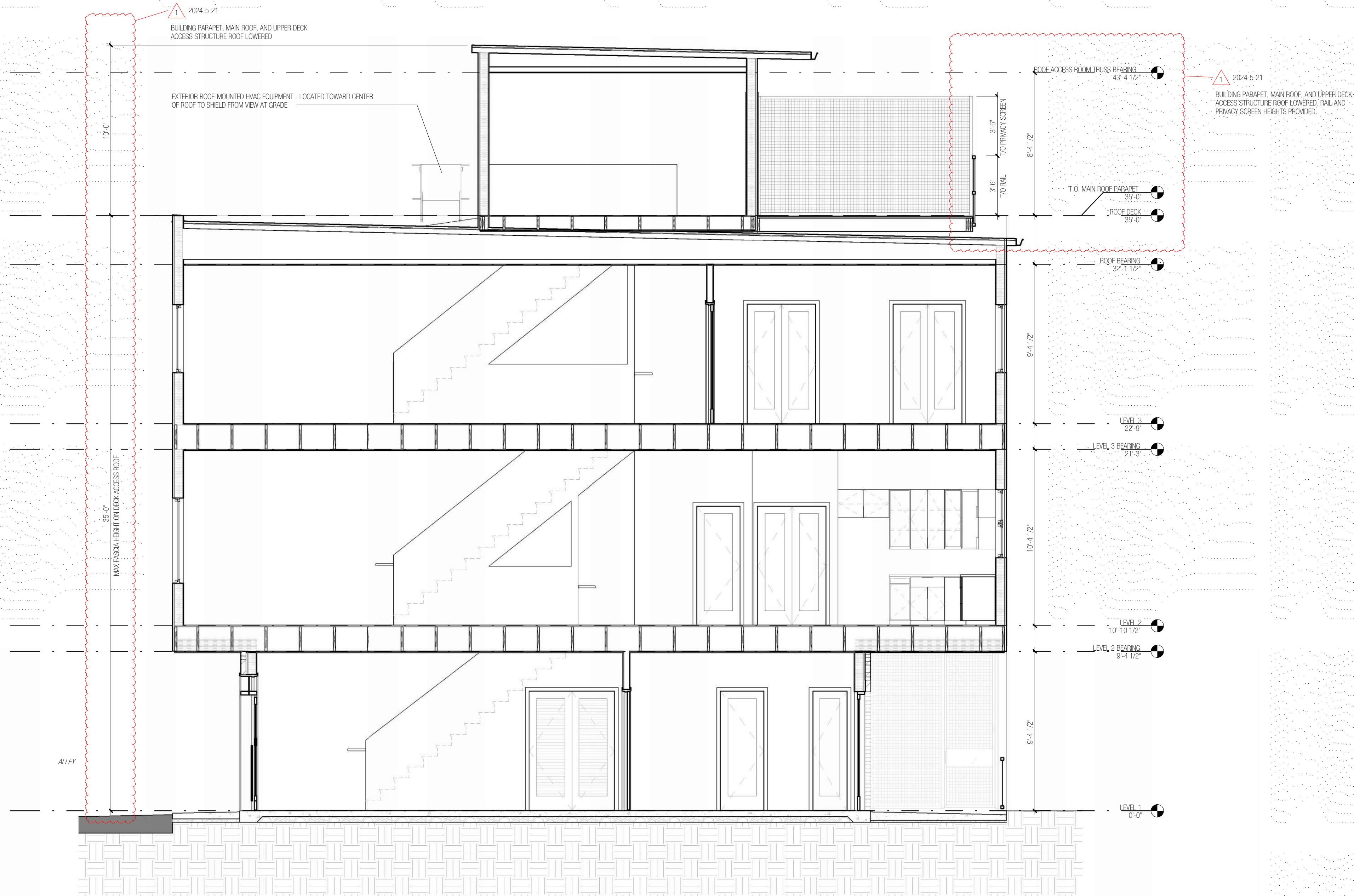
4 WEST / SIDE ALLEY ELEVATION  
A301  
1/8" = 1'-0"



3 SOUTH ELEVATION  
A301  
1/8" = 1'-0"

2024-5-21  
BUILDING PARAPET, MAIN ROOF, AND UPPER DECK  
ACCESS STRUCTURE ROOF LOWERED, TYPICAL ALL  
ELEVATIONS.





**SUP REVIEW RESPONSE TO  
REDUCE HEIGHT  
5-21-2024**

ARCHITECT:  
**ADO/ Architecture Design Office**  
728 E Main Street  
Richmond, Virginia 23219  
804.343.1212

**2618 W MAIN ST**

Richmond, VA 23220

**BUILDING SECTION**

PROJ NUMBER  
23-2618

SHEET NUMBER

**A401**

**1**  
**A401**  
1/4" = 1'-0"

LATERAL SECTION

0 4 8 12 FT





2618 W MAIN ST

Richmond, VA 23220

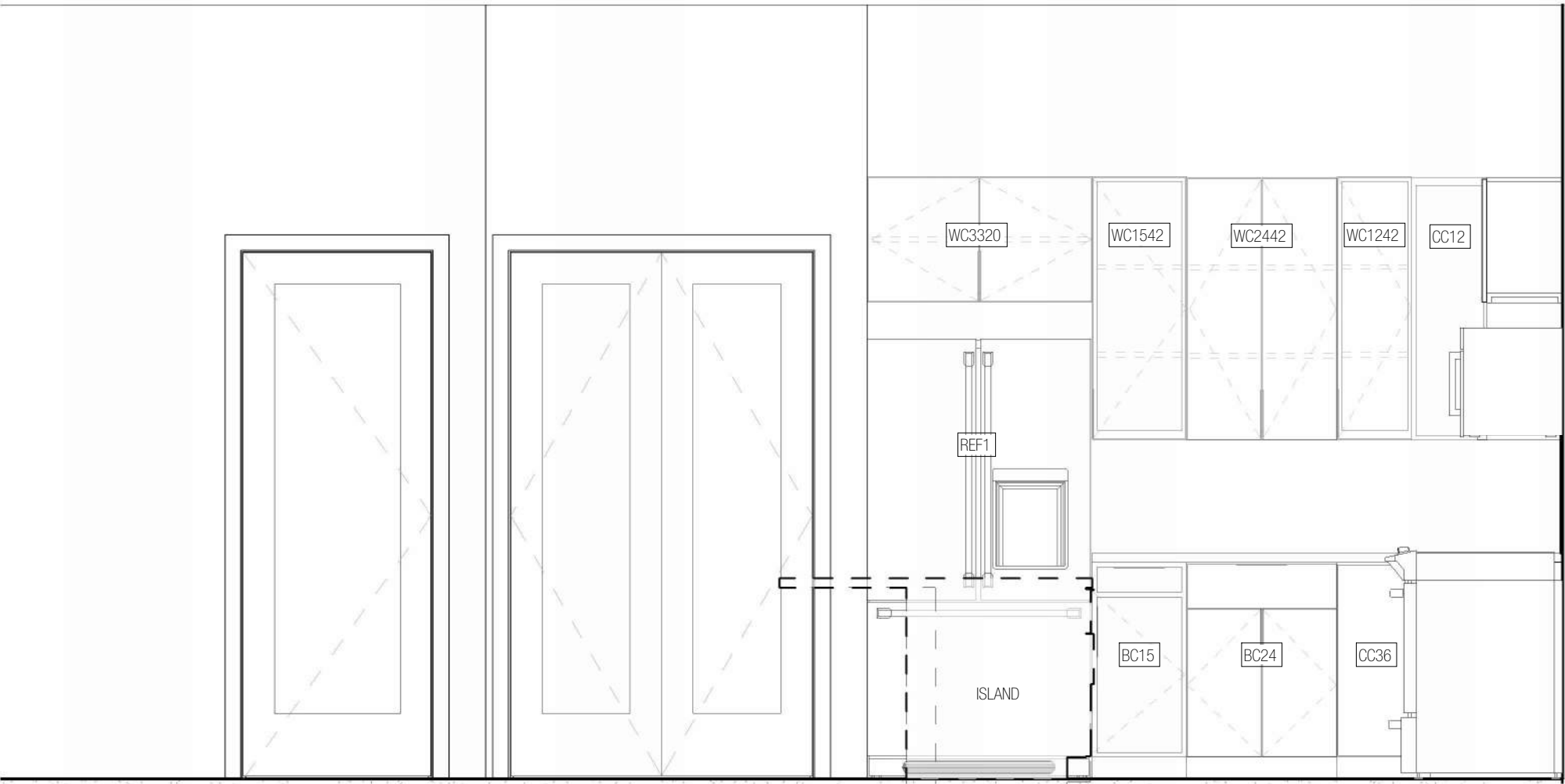
AERIAL PERSPECTIVE

PROJ NUMBER  
23-2618

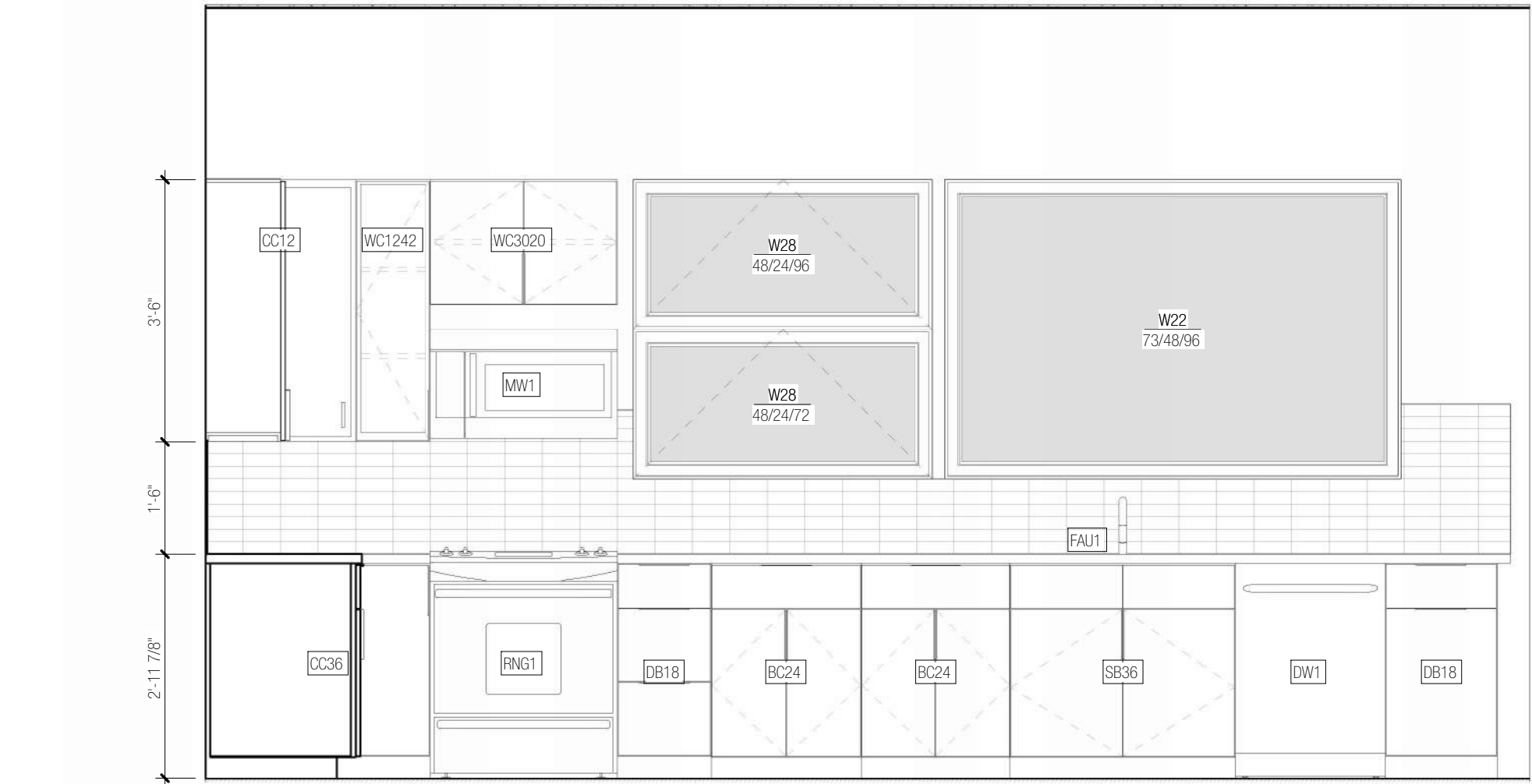
SHEET NUMBER

A501



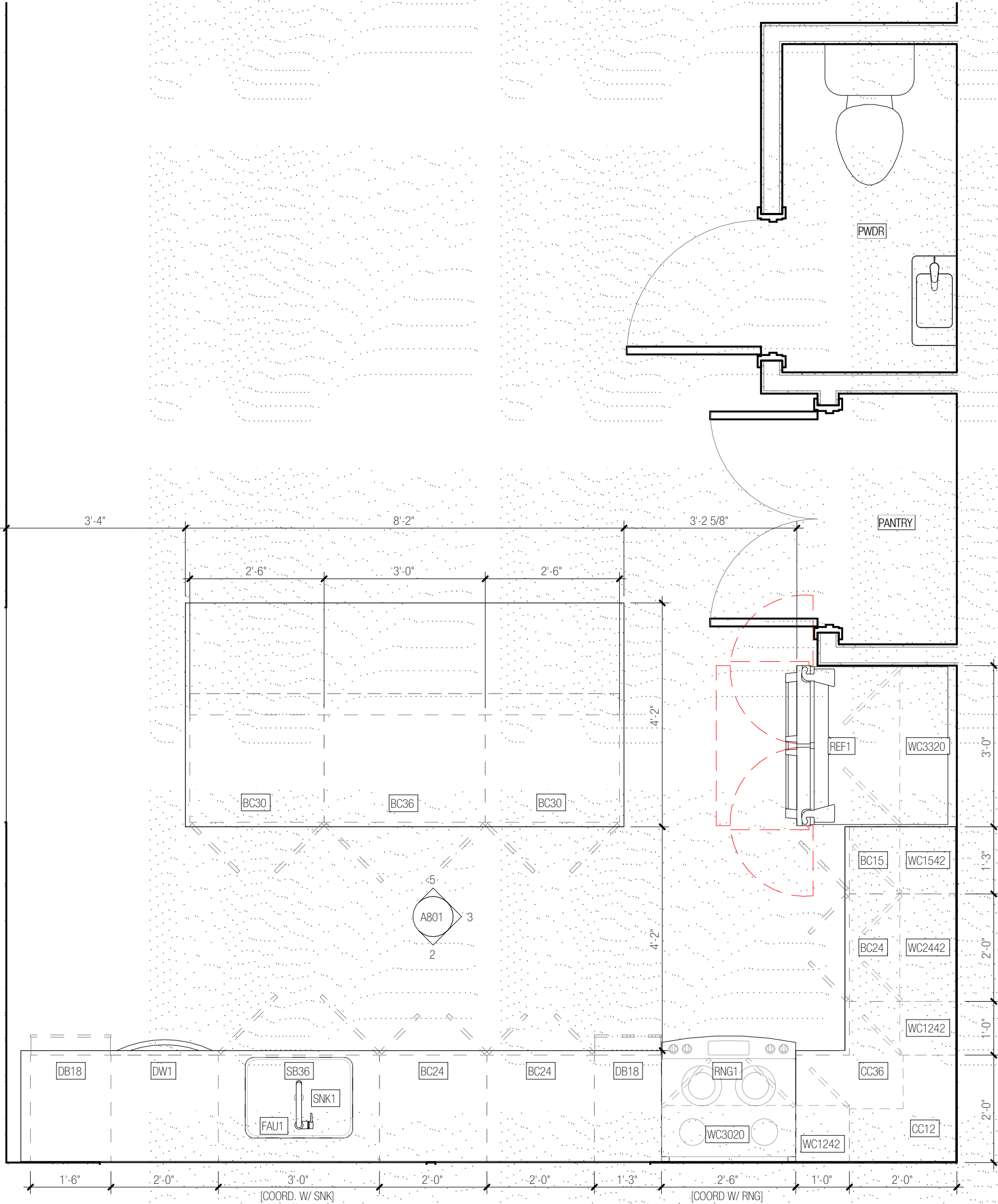


**5**  
**A801**  
1/2" = 1'-0"  
0 2 4 6 FT



**3**  
**A801**  
1/2" = 1'-0"  
0 2 4 6 FT

**2**  
**A801**  
1/2" = 1'-0"  
0 2 4 6 FT



**1**  
**A801**  
1/2" = 1'-0"  
0 2 4 6 FT

## TYPICAL CABINET NOTES

- GENERAL: REFER TO PROVIDED APPLIANCE AND FINISH PACKAGES FOR INITIAL APPLIANCE AND FINISH SELECTIONS FOR PRICING AND APPROVAL BY OWNER.
- 1/ ALL CABINET CONSTRUCTION TO MEET THE FOLLOWING VDMA TYPE 2 CABINET REQUIREMENTS:
- FACE FRAMES: SOLID WOOD, MINIMUM DIMENSIONS 3/4 INCH BY 1 1/2 INCH. END PANELS, TOPS, AND BOTTOMS: PLYWOOD, PARTICLEBOARD OR MEDIUM DENSITY FIBERBOARD, MINIMUM THICKNESS 1/2 INCH. TOPS AND BOTTOMS TO BE DADOED, GLUED, AND STAPLED INTO SIDES AND FACE FRAMES.
- BACKS: PLYWOOD OR HARDBOARD, MINIMUM THICKNESS 1/8 INCH. PARTICLEBOARD, OR MEDIUM DENSITY FIBERBOARD, MINIMUM THICKNESS 3/8 INCH. BACKS TO BE DADOED OR RABBETED, GLUED AND STAPLED INTO END PANELS.
- SHELVES: SOLID WOOD, PLYWOOD, PARTICLEBOARD, OR MEDIUM DENSITY FIBERBOARD, ADJUSTABLE SHELVES, MINIMUM THICKNESS 5/8 INCH. FIXED SHELVES, MINIMUM THICKNESS 1/2 INCH. EDGE BANDING REQUIRED EXCEPT ON SOLID WOOD.
- DOORS AND DRAWERS FRONTS: SOLID WOOD, PLYWOOD, OR COMPOSITE MATERIALS WITH LAMINATE FINISHES ON ALL SIDES. MINIMUM THICKNESS 5/8 INCH. PLYWOOD PANELS IN FRAME AND PANEL. DOORS, MINIMUM THICKNESS 1/8 INCH.
- DRAWER BOXES: SOLID WOOD OR PLYWOOD, MINIMUM THICKNESS 1/2 INCH. SIDES TO BE DADOED, RABBETED, OR DOVE-TAILED TO RECEIVE THE FRONT AND BACK MEMBERS OF THE DRAWER BOX. NO BUTT JOINTS WILL BE ACCEPTED.
- DRAWER BOTTOMS: PLYWOOD, MINIMUM THICKNESS 1/4 INCH. BOTTOMS DADOED AND GLUED INTO DRAWER BOX.
- DRAWER GUIDES: SIDE MOUNTED STEEL RAILS.
- 2/ ALL DIMENSIONS GIVEN ARE TO FACE OF FINISH WALL OR CENTERLINE OF FRAMING UNLESS NOTED OTHERWISE.
- 3/ VERIFY EXISTING WALL FEATURES SUCH AS CHASES, CHIMNEYS, WINDOWS AND DOORS AND STRUCTURAL FEATURES WHERE IN AREAS WHERE NEW CABINETS TO BE INSTALLED. COORDINATE CLEARANCES AS REQUIRED FOR ACCESS AND APPLIANCES. COORDINATE COUNTERS AND CABINET BOX ALTERATIONS AS REQUIRED FOR CONTINUOUS CABINET INSTALLATION. PROVIDE FILLER AND FINISH PANELS/STRIPS WHERE REQUIRED TO CLOSE CABINETS AT NON-TYPICAL INTERSECTIONS AND WHERE INTERSECTING CONSTRUCTION IS OUT-OF-PLUMB.
- 4/ BASE AND WALL CABINET DOORS TO BE FLUSH OVERLAY TYPE WITH CONCEALED HINGES.
- 5/ DRAWER FACES TO BE FLUSH OVERLAY TO MATCH ADJACENT BASE CABINET DOORS.
- 6/ ALL HARDWARE INCLUDING HINGES, DRAWER SLIDES, AND PULLS TO BE APPROVED BY OWNER AND ARCHITECT PRIOR TO ORDERING AND INSTALLATION.
- 7/ PROVIDE FINISH END PANELS EITHER ON CABINET OR AS SEPARATE PANEL AT EXPOSED CABINET ENDS.
- 8/ PROVIDE UPPER AND LOWER VALENCES ON WALL CABINETS ALIGNED WITH AND MATCHING CABINET DOORS TO CONCEAL ELECTRICAL LIGHT FIXTURES.
- 9/ PROVIDE 3/4" PLYWOOD W/ SOLID WOOD EDGE SHELVES IN QUANTITIES SHOWN DASHED IN CABINET ELEVATIONS INCLUDING ADJUSTABLE SHELF HARDWARE.
- 10/ WHERE CABINETS ARE SHOWN TO BE REMOVABLE, PROVIDE INTERNAL SUPPORT AS REQUIRED FOR COUNTERTOP & FLOORING - AFFIX BACK & PARTIAL SIDE PANELS TO REMAIN. FLOORS UNDERNEATH AND WALLS BEHIND REMOVABLE CABINETS TO BE FINISHED TO ADJACENT SURFACES.

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REDUCE HEIGHT  
5-21-2024**

ARCHITECT:  
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728 E Main Street  
Richmond, Virginia 23219  
804.343.1212

**2618 W MAIN ST**

Richmond, VA 23220

KITCHEN PLANS & ELEVATIONS

PROJ NUMBER 23-2618 SHEET NUMBER

**A801**

# Eliot Clark

5/16/2024

Alyson Oliver  
Secretary, City Planning Commission  
900 E Broad St. Room 511  
Richmond, VA 23219

Dear Ms. Oliver

I am writing to express my strong support for the SUP request at 2618 Rear W Main Street. As a property owner with 3 properties that back up to the proposed development, I think this project would bring significant benefits to the community while enhancing the vitality of our neighborhood. My properties are at 2612, 2614 and 2616 W Main St, and share the northern property frontage of the 2618 Rear W Main St Parcel.

I believe the proposed development aligns with the goals outlined in the Richmond 300 Master Plan, which emphasizes the need for infill development and the revitalization of underutilized spaces within the city. By repurposing the center alley parcel for residential use, we can maximize the efficiency of our urban land and contribute to the city's overall growth and sustainability objectives.

The addition of four new units will help meet the increasing demand for housing in Richmond, particularly in neighborhoods like ours where housing options may be limited. This project will provide new opportunities for individuals and families to live in our vibrant community.

I would ask you to approve the special use permit for the development of four single-family attached homes on the underutilized center alley parcel. This project represents a valuable opportunity to support the goals of the Richmond 300 Master Plan, address housing needs, enhance the character of our neighborhood and we look forward to having some new faces on the block.

Warmest Regards,



Eliot Clark  
(804) 869-6600





**City of Richmond  
Department of Planning  
& Development Review**

**Special Use Permit**

**LOCATION:** 2618 Rear West Main Street

**APPLICANT:** Mark Baker

**COUNCIL DISTRICT:** 2

**PROPOSAL:** To authorize the special use of the property known as 2618 Rear West Main Street for the purpose of a multifamily dwelling of up to four units, upon certain terms and conditions.

*For questions, please contact Matthew Ebinger  
at 804-646-5789 or [matthew.ebinger@rva.gov](mailto:matthew.ebinger@rva.gov)*

