

INTRODUCED: December 14, 2020

AN ORDINANCE No. 2020-269

To authorize the special use of the properties known as 502, 504, 506, 508, 512, and 514 Westview Avenue for the purpose of up to 12 single-family detached dwellings, upon certain terms and conditions.

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

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

PUBLIC HEARING: JAN 11 2021 AT 6 P.M.

WHEREAS, the owner of the properties known as 502, 504, 506, 508, 512, and 514 Westview Avenue, which are situated in a R-4 Single-Family Residential District, desires to use such properties for the purpose of up to 12 single-family detached dwellings, which use, among other things, is not currently allowed by sections 30-408.4, concerning lot area and width, 30-408.5, concerning front and side yards, and 30-408.6, concerning lot coverage, of the Code of the City of Richmond (2015), 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

AYES:            9            NOES:            0            ABSTAIN:            \_\_\_\_\_

ADOPTED:    JAN 11 2021    REJECTED:            \_\_\_\_\_    STRICKEN:            \_\_\_\_\_

set forth in this ordinance, the special use granted by this ordinance will not be detrimental to the 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 (2015), 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 properties known as 502, 504, 506, 508, 512, and 514 Westview Avenue and identified as Tax Parcel Nos. W020-0115/040, W020-0115/039, W020-0115/038, W020-0115/037, W020-0115/035, and W020-0115/034, respectively, in the 2020 records of the City Assessor, being more particularly shown on a plat entitled “Plat Showing 6 Parcels of Land Lying on the West Line Westview Avenue Being Parts of Lots 50 Through 53, ‘Westview’ Section ‘A,’ City of Richmond, Virginia,” prepared by Balzer & Associates, and dated February 17, 2020, 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 up to 12 single-family detached dwellings, substantially as shown on the plans entitled “Enclave @ Westview, SUP Layout Plan,” prepared by Silvercore, dated September 1, 2020, and last revised October 29, 2020, and “The Enclave at Westview, Representative Elevations,” prepared by Richmond Hill Design + Build, and undated, hereinafter referred to, collectively, 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 up to 12 single-family detached dwellings and other uses permitted in the underlying zoning district, substantially as shown on the Plans.

(b) The height of the Special Use shall not exceed the building height of the underlying zoning district.

(c) The lots sizes for the Special Use shall not be smaller than the lot sizes listed on Sheet 1 of the Plans.

(d) All lots with frontage to the proposed private roads shall use the private roads for access to the lot. No more than one driveway access to Westview Avenue shall be permitted.

(e) Prior to any construction, the Owner shall obtain a determination from the Director of Planning and Development Review that the final elevations, building materials, and building footprints for the dwellings are in accordance with applicable laws and regulations.

(f) All mechanical equipment serving the Property, including HVAC units, shall be located or screened so as not to be visible from any public right-of-way.

(g) A minimum of one off-street parking space shall be provided for each dwelling.

(h) Setbacks shall be as shown on the Plans.

(i) Each entrance sign for the Special Use shall be no greater than 32 square feet in area and shall not exceed a height of four feet. Prior to the erection or installation of any entrance sign, the Owner shall obtain a determination from the Director of Planning and Development Review that the final design of such signs is in accordance with applicable laws and regulations.

(j) The private roads shown on the Plans shall be named pursuant to applicable local and state regulations and shall include sidewalks, substantially as shown on the Plans.

(k) The Owner shall grant to the City a permanent access easement along the private roads shown on the Plans and shall execute appropriate agreements or covenants offering to the

City the Owner's assurance acceptable to the Director of Public Works, the Chief of Police, and the Chief of Fire and Emergency Services as to the roads' maintenance and suitability for all-weather travel by public and emergency vehicles, provided that appropriate agreements or covenants providing for the continued maintenance thereof shall be approved by the City Attorney.

(l) Prior to the issuance of any certificate of occupancy for the Special Use, the subdivision of the Property into up to 12 residential lots, substantially as shown on the Plans, shall be accomplished by obtaining the necessary approvals from the City and recording the appropriate plats among the land records of the Clerk of the Circuit Court of the City of Richmond.

§ 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 (2015), as amended, and all future amendments to such laws.

(e) The Owner shall make improvements within the right-of-way, including the installation of a new sidewalk along Westview Avenue and two new entrances to Westview Avenue, substantially as shown on the Plans, which 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 that such improvements and work are in accordance with such requirements, and (iii) transferred to the City, following the written confirmation by the Director of Public Works, 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 (2015), 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 (2015), 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 (2015), 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.

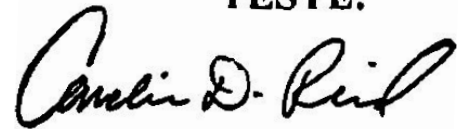
§ 6. **Implementation.** The Commissioner of Buildings is authorized to issue a building permit substantially in accordance with the Plans for the Special Use subject to the terms and conditions set forth in this ordinance. An application for the building permit shall be made within 730 calendar days following the date on which this ordinance becomes effective. If either the application for the building permit is not made with 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.

**A TRUE COPY:**

**TESTE:**

A handwritten signature in black ink, appearing to read "Carolin D. Reed". The signature is written in a cursive style with a large initial 'C'.

**City Clerk**



RECEIVED  
By Barbara Fore at 3:10 pm, Nov 20, 2020

# City of Richmond

900 East Broad Street 2020-173  
2nd Floor of City Hall  
Richmond, VA 23219  
www.richmondgov.com

RECEIVED  
By Barbara Fore at 2:09 pm, Dec 04, 2020

## Item Request File Number: PRE.2020.399

### O & R Request

DATE: November 16, 2020

EDITION: 1

TO: The Honorable Members of City Council

THROUGH: The Honorable Levar M. Stoney, Mayor (Patron: Mayor, by Request)  
(This is no way reflects a recommendation on behalf of the Mayor.)



THROUGH: Lenora G. Reid, Acting Chief Administrative Officer *lgr*



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



FROM: Mark A. Olinger, Director, Department of Planning and Development Review

RE: To authorize the special use of the properties known as 502, 504, 506, 508, 512, and 514 Westview Avenue, for the purpose of twelve single-family detached dwellings, upon certain terms and conditions.

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

**PURPOSE:** To authorize the special use of the properties known as 502, 504, 506, 508, 512, and 514 Westview Avenue, for the purpose of twelve single-family detached dwellings, upon certain terms and conditions.

**REASON:** The applicant is intending to subdivide six parcels into twelve private lots for newly constructed single-family dwellings which would not be permitted under the current R-4 Single-Family Residential zoning requirements regarding lot coverage, lot area and width, as well as front and side yard setbacks. A Special Use Permit is therefore required.

**RECOMMENDATION:** In accordance with the requirements of the City Charter and the Zoning Ordinance, the City Planning Commission will review this request and make a recommendation to City Council. This item will be scheduled for consideration by the Commission at its January 4, 2021, meeting. A letter outlining the Commission's recommendation will be forwarded to City Council following that meeting.

**BACKGROUND:** The properties known as 502, 504, 506, 508, 512, and 514 Westview Avenue consist of a combined 57,194 sq. ft., or approximately 1.3 acres of improved parcels of land located in the City's Far West Planning District in the Westhampton Neighborhood.

The City of Richmond's current Master Plan designates a future land use category for the subject properties as Single Family Low Density. Primary uses for this category include single-family detached dwellings at densities up to seven units per acre. Includes residential support uses such as schools, places of worship, neighborhood parks and recreation facilities, and limited public and semi-public uses. Typical zoning classifications that may accommodate this land use category: R-1, R-2, R-3, R-4, and R-5. (City of Richmond Master Plan) The current zoning for the property is R-2, Single-Family Residential.

The City of Richmond's draft Richmond 300 Master Plan designates these parcels as Residential. This development style most suitable for this category includes medium-sized and large-sized lots in a largely auto-dependent environment. Homes are setback from the street. Future developments continue and/or introduce a gridded street pattern to increase connectivity. Future single-family housing, accessory dwelling units, duplexes, and small multi-family residential buildings are built to a scale and design that is consistent with existing buildings.

Bicycle and pedestrian access are prioritized and accommodated. Low residential density means that it is not possible to provide frequent transit within these areas; however, frequent transit may be found at the edges of these areas within more intense future land use designations. Many homes have driveways and/or garages, which are located off an alley behind the home if an alley is present. Buildings are generally one to three stories. Lot sizes generally range up to 5,000 to 20,000+ sq. ft. Residential density of 2 to 10 housing units per acre.

*Primary Uses* within Residential include single-family houses, accessory dwelling units, and open space. *Secondary Uses* include duplexes and small multi-family buildings (typically 3-10 units), institutional, and cultural. Secondary uses may be found along major streets. (draft Richmond 300 Plan, p. 54)

The majority of properties surrounding the proposed are currently zoned R-4 Single-Family Residential. The density of the proposed project, if approved, would be approximately 9.2 units per acre.

**FISCAL IMPACT / COST:** The Department of Planning and Development Review does not anticipate any impact to the City's budget for this or future fiscal years.

**FISCAL IMPLICATIONS:** Staff time for processing the request, preparation of draft ordinance, and publishing, mailing and posting of public notices.

**BUDGET AMENDMENT NECESSARY:** No

**REVENUE TO CITY:** \$2,000 application fee.

**DESIRED EFFECTIVE DATE:** Upon adoption

**REQUESTED INTRODUCTION DATE:** December 14, 2020

**CITY COUNCIL PUBLIC HEARING DATE:** January 11, 2021

**REQUESTED AGENDA:** Consent

**RECOMMENDED COUNCIL COMMITTEE:** None

**CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES:** City Planning Commission  
January 4, 2021

**AFFECTED AGENCIES:** Office of Chief Administrative Officer  
Law Department (for review of draft ordinance)  
City Assessor (for preparation of mailing labels for public notice)

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

**REQUIRED CHANGES TO WORK PROGRAM(S):** None

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

**STAFF:** Jonathan Brown, Senior Planner, Land Use Administration (Room 511) 646-5734

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 (2015), 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 (2015), 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 or certificate of occupancy 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 or certificate of occupancy shall be made within 730 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.



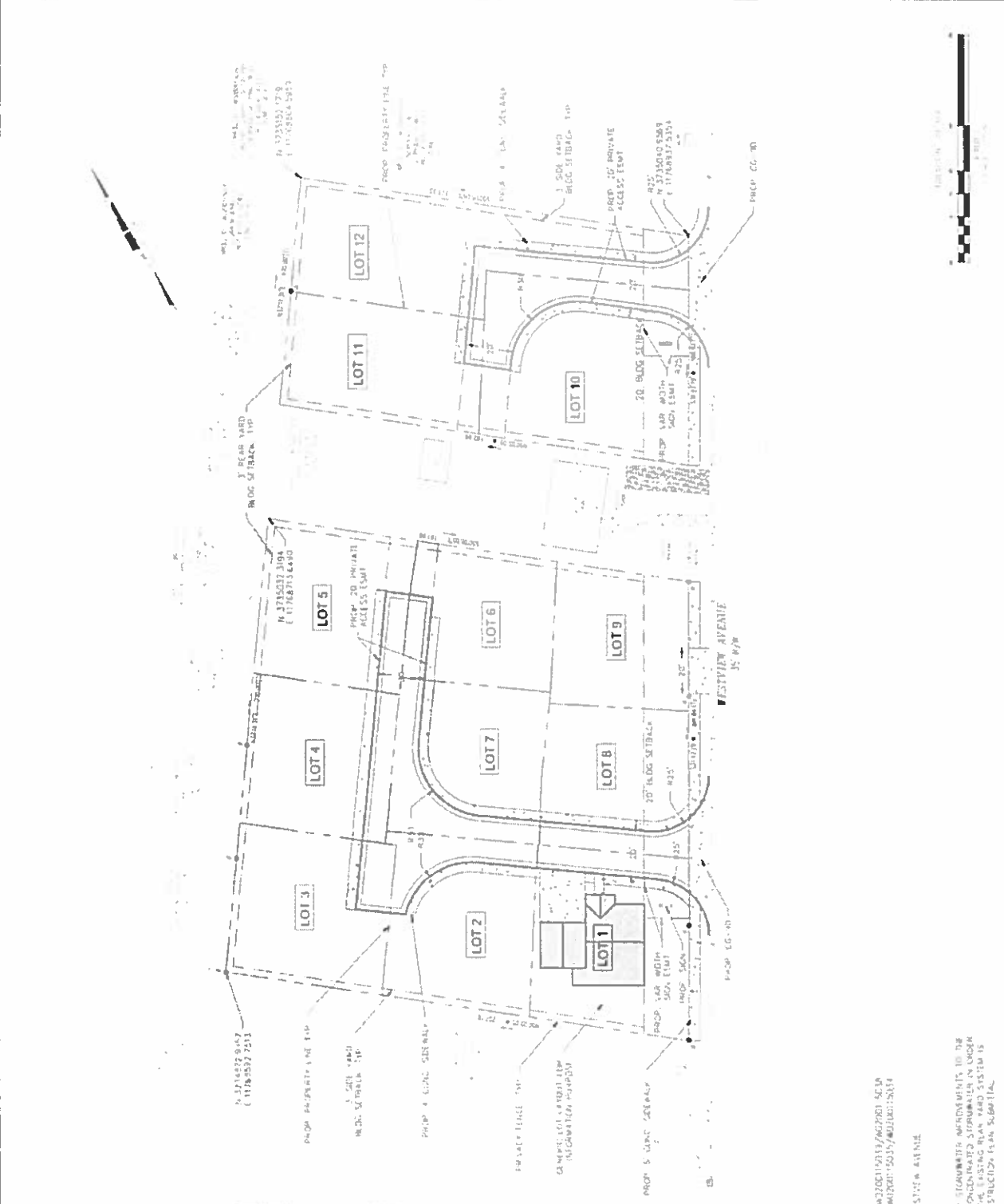
SILVERCORE  
LAND DEVELOPMENT CONSULTANTS

ENCLAVE @ WESTVIEW  
SUP LAYOUT PLAN

CITY OF RICHMOND, VIRGINIA  
FAR WEST DISTRICT

NO.	DATE	BY	CHKD BY
1	11/10/2017	AM	AM
2			
3			
4			
5			
6			
7			
8			
9			
10			

SHEET  
**1**  
JOB # 200204



LOT #	LOT AC.	LOT AC.
LOT 1	5.3851	0.912
LOT 2	4.7478	0.912
LOT 3	4.8244	0.111
LOT 4	4.2844	0.102
LOT 5	4.4332	0.102
LOT 6	3.9101	0.097
LOT 7	4.6861	0.102
LOT 8	4.0664	0.091
LOT 9	3.5731	0.089
LOT 10	6.0091	0.184
LOT 11	4.3981	0.102
LOT 12	6.5681	0.151

SITE DATA

- PROPERTY ID: 4 - 8028011240/W/3200112317/PG0201 SC.M
- WSP0011411/W/3200112317/PG0201 SC.M
- 2 - 8028011240 502 501/317 514 WESTVIEW AVENUE

NOTE  
EXTERIOR OF THE CURB RIGHT OF WAY DIMENSIONS APPLICABLE TO THE  
2 SITES FOR THE PURPOSE OF THE CONCENTRATED STREETS PLAN IN ORDER  
TO DETERMINE THE VALUE OF FUTURE TO THE EXISTING PLAN YARD SYSTEM IS  
REQUIRED TO BE INCLUDED IN THE CONSTRUCTION ISLAND SUBMITTAL.





# RICHMOND HILL

DESIGN + BUILD



- THE ENCLAVE AT WESTVIEW -  
REPRESENTATIVE ELEVATIONS



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: 502,504,506,508,512,514 Westview Ave Date: 3/20/2020  
 Tax Map #: W0200115304-040(w/o-036) Fee: \$300  
 Total area of affected site in acres: 1.313

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

**Zoning**

Current Zoning: R-4

Existing Use: Single Family Detached

**Proposed Use**

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

Single Family Detached

Existing Use: Single Family Detached

Is this property subject to any previous land use cases?

Yes  No  If Yes, please list the Ordinance Number: \_\_\_\_\_

**Applicant/Contact Person:** Lory Markham

Company: Markham Planning LLC

Mailing Address: 23 West Broad Street

City: Richmond State: VA Zip Code: 23241

Telephone: (804) 248-2581 Fax: ( )

Email: lory@markhamplanning.com

**Property Owner:** FW Associates, LLC

If Business Entity, name and title of authorized signee: Fleet Wallace - Member/Manager

(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: 206 Avon Road

City: Richmond State: VA Zip Code: 23221

Telephone: (804) 349-3993 Fax: ( )

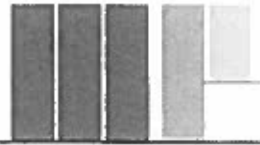
Email: maxwellwallace@verizon.net

**Property Owner Signature:**

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)





MARKHAM PLANNING

23 WEST BROAD STREET #304 - RICHMOND, VIRGINIA 23220

March 30, 2020

Mark Olinger, Director  
Department of Planning & Development Review  
900 East Broad Street, Suite 511  
Richmond, VA 23219  
mark.olinger@richmondgov.com

Re: 502-508, 512, 514 Westview Avenue Special Use Permit (1<sup>st</sup> Submission)

Dear Mr. Olinger,

Please accept this letter as the Applicant's Report with the Special Use Permit application for the six properties located at 502, 504, 506, 508, 512, and 514 Westview Avenue. With this application the property owner and developer, FW Associates LLC, is petitioning City Council for a SUP to allow for greater density in the R-4 District. This would grant the development of two new construction home clusters.

***Existing Site Conditions***



The subject properties front on the west side of the Westview Avenue, located in The Far West Planning District and the Westhampton Neighborhood. They are two blocks from the Libbie Avenue Neighborhood Center.

This portion of Westview Avenue is a local road that connects on the north end to aq stop light intersection with Patterson Avenue and dead ends on the other side with an unimproved turnaround. This public r/w is 101 feet in length and 45 feet in width. The properties on the opposite side of

Westview do not front on this street. Instead the subject lots face the rear of these properties with fencing and natural privacy screens of backyard trees.

There is a total of 12 lots on Westview Avenue. All except two have one-story, single gable roof homes built in 1951 on them, each about 1,000 square feet. Five homes on this street have driveways and there is no sidewalk; each lot meets the street with a continuous rolled curb.

Lot depths range from 173-feet to 207-feet. Lot widths are 50-feet; this does not conform to the current zoning ordinance. Each home has a 35.5-foot front yard setback. Each of the subject lots is about a quarter of an acre or 10,8952 square feet. All together this request affects 1.313 acres.

**Current Zoning**

The properties are currently zoned R-4 Residential (Single Family), which allows for single family detached dwellings, institutional, community and worship facilities and other primary uses.


Per the current zoning ordinance:

- Lots cannot be less than 7,500 square feet (0.1721 acres) in area with a width of not less than 60 feet.
- Front yards must be a minimum of 25 feet; side and rear yards must be at least 6 feet.
- Lot coverage cannot be greater than 30 percent.
- Height shall not exceed 35 feet.

**City's Master Plan for Future Land Use**

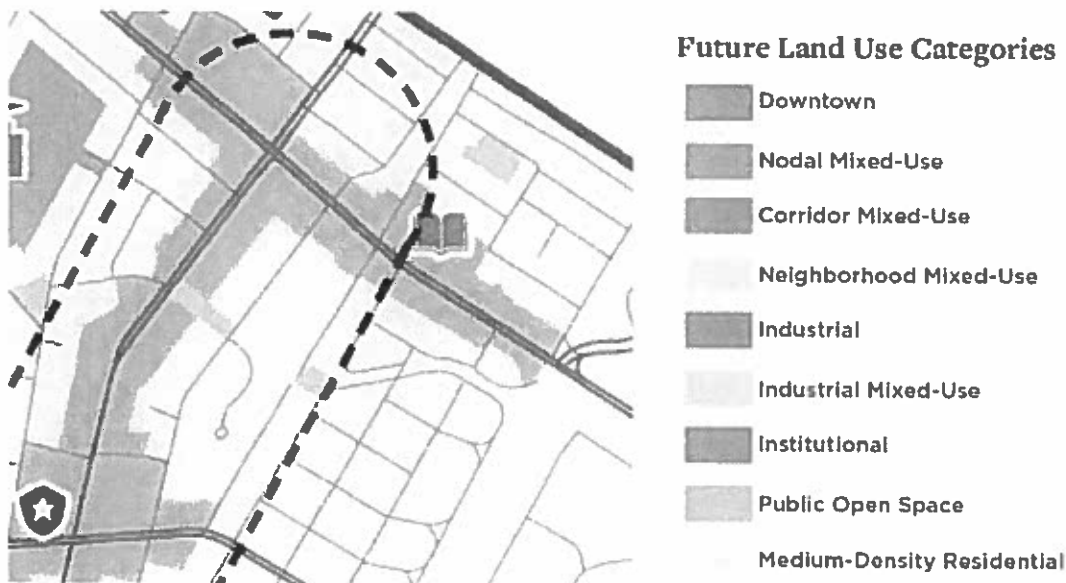
The 2000 Richmond Master Plan labels these parcels as SF-LD (Single-Family, Low-Density) for future land use planning.



<h2>Far West Planning District</h2>	
<h3>Land Use Plan</h3>	
	Single-Family (Low Density)
	Single-Family (Medium Density)
	Multi-Family (Medium Density)
	Multi-Family (High Density)
	Community Commercial
	Neighborhood Commercial
	General Commercial
	Mixed Use

However, the drafted Richmond 300 Master Plan, which is in the process for approval in 2020, designates these parcels as Medium-Density Residential. This Future Land Use Category is described as:

- a. a development style with "relatively close to one another on small or medium sized lots".
- b. vehicular access using alleys wherever possible.
- c. 2- 8 stories with lots generally less than 5,000 square feet.
- d. a residential density of 10-20 housing units per acre.



### ***Proposal***

Should this Special Use Permit be granted, a subdivision of these (6) parcels into (12) fee simple lots should follow. Nine homes are proposed for the first lot series with three on the lot series closer to Patterson. There is a variation of four home styles proposed.

The 9-home cluster involves a shared private driveway for (7) of the homes fronting on it with drive up parking spots. (2) homes will front directly on Westview Avenue with separate driveways.

The 3-home cluster involves a shared private driveway. Each home fronts on the private access with drive up parking spots.

For each cluster, the shared private driveway, front yard setbacks and some side yard setbacks will make up a separate parcel to be maintained by the HOA.

### ***Neighborhood and City Communication***

The developer planned to host a community meeting at the West End Branch Library on March 16<sup>th</sup> to garner feedback on the preliminary concept. Flyers were mailed out directly to the 30 residents in proximity to the subject site. They were also sent to the property owners of each address. The leaders of the Granite Area Civic, Westhampton Merchant's, Westhampton Citizen's, Westview Civic and

Glenburnie Civic associations were notified as well. The meeting will be rescheduled due to the unforeseen effects of the virus pandemic.

***City Charter Conditions***

We trust that you will agree with us that this proposed Special Use Permits meets the City Charter criteria for the granting of SUPs as the project 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 be 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.

Thank you for your consideration of this Special Use Permit. Please feel free to contact me at [lory@markhamplanning.com](mailto:lory@markhamplanning.com) or (804) 248-2561 if you have any questions or require additional materials to process the application.

Very Truly Yours,



Lory Markham

Enclosure: application form, fee payment, existing survey, conceptual plans

cc: Matthew Ebinger, Secretary to the City Planning Commission  
The Honorable Andreas D. Addison, 1<sup>st</sup> Voter District  
Lloyd Poe, FW Associates LLC  
Mike Hanky, Shaheen, Ruth, Martin & Fonville Real Estate  
Gabi Syska, Markham Planning