



CITY OF RICHMOND

DEPARTMENT OF
PLANNING AND DEVELOPMENT REVIEW
BOARD OF ZONING APPEALS

October 8, 2021

Ponce Properties, LLC and Zip Solutions, LLC
7325 Providence Road
N. Chesterfield, Virginia 23236

Concierge Construction Consulting, LLC
P.O. Box 12534
Richmond, VA 23241
Attn: Harvey C. Johnson, III

To Whom It May Concern:

RE: **BZA 56-2021**

You are hereby notified that the Board of Zoning Appeals will hold an electronic public hearing on Wednesday, November 3, 2021 due to the disaster represented by the spread of COVID-19 pursuant to and in compliance with Ordinance 2021-181 to consider an application for building permits to construct two (2) new single-family detached dwellings at 3500 & 3502 CAROLINA AVENUE (Tax Parcel Numbers N000-1164/012 & 027), located in an R-6 (Single-Family Attached Residential) District.

Please be advised that the applicant or applicant's representative is required to participate in the electronic public hearing by calling 804-316-9457 and entering code 394 283 349# beginning at 1:00 p.m. For video access by computer, smart phone or tablet visit <https://richmondva.legistar.com/Calendar.aspx>. Select the Board of Zoning Appeals drop-down and 2021 drop-down, click meeting details for November 3, 2021 meeting and then click video access. In the event you have difficulty accessing a public hearing you may contact Mr. William Davidson at 804-396-5350 or by email at William.Davidson@richmondgov.com for assistance. In accordance with Ordinance No. 2021-181, please be advised that an inability to access one of the enumerated public hearing through video means shall not be considered a prerequisite for participating in the subject public hearing. It will be necessary for you to stay on the line until such time as your case is called. The Board of Zoning Appeals Rules of Procedure provides that in the case of an application for a variance or a special exception, the applicant, proponents or persons aggrieved under §15.2-2314 of the Code of Virginia, shall be permitted a total of six (6) minutes each to present their case. The Board of Zoning Appeals will withhold questions until the conclusion of the respective presentations. For the purposes of the record it also requested that before addressing the Board you identify yourself and spell your name.

Finally, when you submitted your application to the zoning office you were given an handout entitled, Suggestions for Presenting Your Case to the Board, which indicated that you should discuss your request with your neighbor(s) and neighborhood

BZA 56-2021
Page 2
October 8, 2021

association(s) prior to appearing before the Board of Zoning Appeals. Contact information for civic group(s) can be found by navigating to the Civic Group webpage of the City's website at <https://www.rva.gov/planning-development-review/civic-groups> . Once there, you can search for your property using the interactive map. A dialogue box will provide you with the names of all civic groups within which your property may lie. Once you have those group names, simply scroll down the page to the appropriate group(s) to find the contact information for each. The Board understands that given the current situation it is not practical to conduct face-to-face discussions with either your neighbors or neighborhood association(s) but the Board requests that you make a good faith effort to provide them with relevant information regarding your case.

If you have any questions regarding the Board's procedures or any issue involving presentation of your case, please feel free to contact me.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Roy W. Benbow". The signature is fluid and cursive, with the first name "Roy" being the most prominent.

Roy W. Benbow, Secretary
Phone: (804) 240-2124
Fax: (804) 646-5789
E-mail: Roy.Benbow@richmondgov.com

cc: Zoning Administrator

Notice of this meeting is being sent to the persons whom the Board of Zoning Appeals believes to be property owners in the immediate vicinity of the property concerned in this application. This notice is for their information only, and there is no need for them to appear unless they so desire. The Board will, however, welcome such views as any persons care to express during the hearing on this application.

3208 Carolina Ave LLC
4313 Rustling Leaves Ter
Bowie, MD 20716

Baldrige Susan H Trustee
1600 Otterdale Road
Midlothian, VA 23114

Cantor Hyim
11472 Bienvenue Road
Rockville, VA 23146

Christenson Jesselle M Revoc Trust Trs
3501 Carolina Ave
Richmond, VA 23222

Climb Via Renovations Llc
Po Box 1584
Ashland, VA 23005

Davis Wayne T And Latorsha D
3505 Maryland Ave
Richmond, VA 23222

Dunn Ana Cristina Gonzalez
3421 Maryland Ave
Richmond, VA 23222

Dynquest Properties Llc
3027 Javier Road Suite 1
Fairfax, VA 22031

Elvert Jon W And Regina C Loch Elvert
3503 Carolina Ave
Richmond, VA 23222

Gordon Randolph & Pauline T
3510 Carolina Ave
Richmond, VA 23222

Hepler Seth M And Paige
3509 Maryland Ave
Richmond, VA 23222

Holick Andrew J
8907 Royal Birkdale Dr
Chesterfield, VA 23832

Johnson Jacquelyn & Godfrey I & Moore
Emily J
3504 Carolina Ave
Richmond, VA 23222

Jones Barbara
3509 Carolina Ave
Richmond, VA 23222

Layton Thomas W
2317 Horsley Dr
Henrico, VA 23233

Lynch Arthur Sr
4240 Fayette Cir
Richmond, VA 23222

Nicholson Pamela Umbina
3425 Maryland Ave
Richmond, VA 23232

Old Oak I Llc
Po Box 14807
Richmond, VA 23221

Pitchford Carrie Z
3507 Maryland Ave
Richmond, VA 23222

Red 144 Llc
2000 West Club Lane
Richmond, VA 23226

Sunshine Housing Llc
3420 Pump Rd #218
Henrico, VA 23233

Vaughan Marshall S
2941 Kingslend Rd
Richmond, VA 23237

Yates Craig O
3506 Carolina Ave
Richmond, VA 23222

Yerby James M And Vernice C
Stowersyerby
3511 Carolina Ave
Richmond, VA 23222

Property: 3500 Carolina Ave **Parcel ID:** N0001164012**Parcel**

Street Address: 3500 Carolina Ave Richmond, VA 23222-
Owner: PONCE PROPERTIES LLC AND ZIP SOLUTIONS LLC
Mailing Address: 7325 PROVIDENCE RD, N CHESTERFIELD, VA 23236
Subdivision Name : NORTH HIGHLAND PARK
Parent Parcel ID:
Assessment Area: 308 - Highland Park Plaza
Property Class: 101 - R Single Family Vacant (R1-R7)
Zoning District: R-6 - Residential (Single Family Attached)
Exemption Code: -

Current Assessment

Effective Date: 01/01/2021
Land Value: \$45,000
Improvement Value:
Total Value: \$45,000
Area Tax: \$0
Special Assessment District: None

Land Description

Parcel Square Feet: 4900
Acreage: 0.1125
Property Description 1: N HIGHLAND PARK L12 B36
Property Description 2: 0035.00X0140.00 0000.112 AC
State Plane Coords(?): X= 11796776.567340 Y= 3735763.307724
Latitude: 37.57782636 , **Longitude:** -77.41679580

Description

Land Type: Residential Lot A
Topology: Level
Front Size: 35
Rear Size: 140
Parcel Square Feet: 4900
Acreage: 0.1125
Property Description 1: N HIGHLAND PARK L12 B36
Property Description 2: 0035.00X0140.00 0000.112 AC
Subdivision Name : NORTH HIGHLAND PARK
State Plane Coords(?): X= 11796776.567340 Y= 3735763.307724
Latitude: 37.57782636 , **Longitude:** -77.41679580

Other

Street improvement: Paved
Sidewalk: Yes

Assessments

Assessment Year	Land Value	Improvement Value	Total Value	Reason
2022	\$43,000	\$0	\$43,000	Reassessment
2021	\$45,000	\$0	\$45,000	Reassessment
2020	\$45,000	\$0	\$45,000	Reassessment
2019	\$40,000	\$0	\$40,000	Reassessment
2018	\$25,000	\$0	\$25,000	Reassessment
2017	\$25,000	\$0	\$25,000	Reassessment
2016	\$25,000	\$23,000	\$48,000	Reassessment
2015	\$26,000	\$22,000	\$48,000	Reassessment
2014	\$26,000	\$22,000	\$48,000	Reassessment
2013	\$26,000	\$23,000	\$49,000	Reassessment
2012	\$26,000	\$24,000	\$50,000	Reassessment
2011	\$26,000	\$25,000	\$51,000	CarryOver
2010	\$26,000	\$25,000	\$51,000	Reassessment
2009	\$25,700	\$64,900	\$90,600	Reassessment
2008	\$25,700	\$64,900	\$90,600	Reassessment
2007	\$24,500	\$59,000	\$83,500	Reassessment
2006	\$17,900	\$53,600	\$71,500	Reassessment
2005	\$12,900	\$46,600	\$59,500	Reassessment
2004	\$9,500	\$37,800	\$47,300	Reassessment
2003	\$9,300	\$37,100	\$46,400	Reassessment
2002	\$9,000	\$36,000	\$45,000	Reassessment
2000	\$9,000	\$36,000	\$45,000	Reassessment
1998	\$9,000	\$36,000	\$45,000	Not Available

Transfers

Transfer Date	Consideration Amount	Grantor Name	Deed Reference	Verified Market Sale Description
03/05/2021	\$105,000	MADL PROPERTIES LLC	ID2021-6454	1 - VALID SALE-Asmnt/Sale Desc Doesn't Match
03/02/2021	\$65,000	ELLIS MARITTA	ID2021-6109	1 - VALID SALE-Special Financing/Terms, etc.
08/04/2011	\$6,500	RVA PROPERTY 17 LLC	ID2011-13584	2 - INVALID SALE-Foreclosure, Forced Sale etc.
04/30/2010	\$68,009	PREMIER INVESTMENT PROPERTIES LLC	ID2010-7602	2 - INVALID SALE-Foreclosure, Forced Sale etc.
12/22/2005	\$59,810	MAXIMUS INVESTMENT PROPERTIES LLC	ID2005-44852	
12/04/2003	\$22,000	HOGAN GLENN R	ID2003-46669	
11/07/2003	\$84,000	PLEDGER KENNETH R	ID2003-43442	
08/27/2003	\$0	METRO ASSOCIATES	ID2003-32809	
05/30/1991	\$0	Not Available	00268-1071	
03/24/1983	\$0	Not Available	000808-01649	
06/16/1976	\$7,900	Not Available	000708-01085	

Planning**Master Plan Future Land Use:** R**Zoning District:** R-6 - Residential (Single Family Attached)**Planning District:** North**Traffic Zone:** 1020**City Neighborhood Code:** NHP**City Neighborhood Name:** North Highland Park**Civic Code:** 0540**Civic Association Name:** Highland Park Plaza Civic Association**Subdivision Name:** NORTH HIGHLAND PARK**City Old and Historic District:****National historic District:** Highland Park Plaza**Neighborhoods in Bloom:****Redevelopment Conservation Area:** Highland Park**Economic Development****Care Area:** -**Enterprise Zone:****Environment****100 YEAR Flood Plain Flag:** Contact the Water Resources Division at 646-7586.**500 YEAR Flood Plain Flag:** N**Resource Protection Flag:** Contact the Water Resources Division at 646-7586.**Wetland Flag:** N**Census**

Census Year	Block	Block Group	Tract
2000	1009	0108001	010800
1990	119	0108001	010800

Schools**Elementary School:** Barack Obama**Middle School:** Henderson**High School:** Marshall**Public Safety****Police Precinct:** 4**Police Sector:** 411**Fire District:** 15**Dispatch Zone:** 092A**Public Works Schedules****Street Sweep:** TBD**Leaf Collection:** TBD**Refuse Collection:** Wednesday**Bulk Collection:** TBD**Government Districts****Council District:** 6**Voter Precinct:** 606**State House District:** 71**State Senate District:** 9**Congressional District:** 4

Property Images

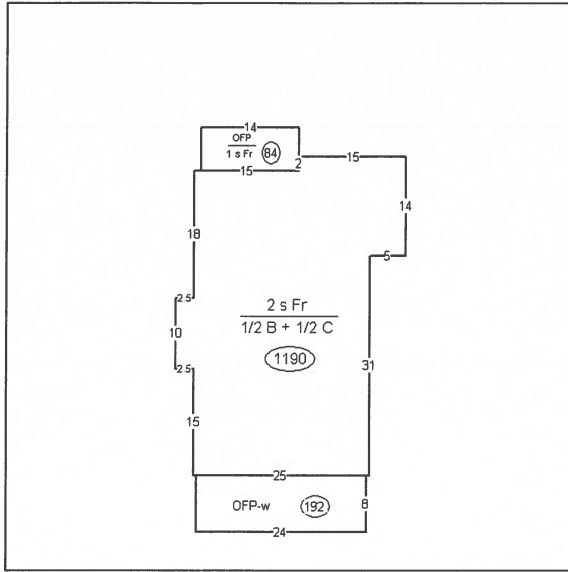
Name:N0001164012 Desc:R01



[Click here for Larger Image](#)

Sketch Images

Name:N0001164012 Desc:R01



Property: 3502 Carolina Ave **Parcel ID:** N0001164027**Parcel**

Street Address: 3502 Carolina Ave Richmond, VA 23222-
Owner: PONCE PROPERTIES LLC AND ZIP SOLUTIONS LLC
Mailing Address: 7325 PROVIDENCE RD, N CHESTERFIELD, VA 23236
Subdivision Name : NORTH HIGHLAND PARK
Parent Parcel ID: N0001164012
Assessment Area: 308 - Highland Park Plaza
Property Class: 101 - R Single Family Vacant (R1-R7)
Zoning District: R-6 - Residential (Single Family Attached)
Exemption Code: -

Current Assessment

Effective Date:
Land Value:
Improvement Value:
Total Value:
Area Tax:
Special Assessment District:

Land Description

Parcel Square Feet: 4900
Acreage: 0.1125
Property Description 1: N HIGHLAND PARK L11 B36
Property Description 2: 0035.00X0140.00 0000.112 AC
State Plane Coords(?): X= 11796794.881608 Y= 3735795.584891
Latitude: 37.57789627 , **Longitude:** -77.41675426

Description

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Topology:
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State Plane Coords(?): X= 11796794.881608 Y= 3735795.584891
Latitude: 37.57789627 , **Longitude:** -77.41675426

Other

Street improvement:
Sidewalk:

Assessments

Assessment Year	Land Value	Improvement Value	Total Value	Reason
2022	\$43,000	\$0	\$43,000	Reassessment

Transfers

Transfer Date	Consideration Amount	Grantor Name	Deed Reference	Verified Market Sale Description
04/15/2021	\$0	PONCE PROPERTIES LLC AND	ID2021-10777	2 - INVALID SALE-Relation Between Buyer/Seller

Planning

Master Plan Future Land Use: R
Zoning District: R-6 - Residential (Single Family Attached)
Planning District: North
Traffic Zone: 1020
City Neighborhood Code: NHP
City Neighborhood Name: North Highland Park
Civic Code: 0540
Civic Association Name: Highland Park Plaza Civic Association
Subdivision Name: NORTH HIGHLAND PARK
City Old and Historic District:
National historic District: Highland Park Plaza
Neighborhoods in Bloom:
Redevelopment Conservation Area: Highland Park

Economic Development

Care Area: -
Enterprise Zone:

Environment

100 YEAR Flood Plain Flag: Contact the Water Resources Division at 646-7586.
500 YEAR Flood Plain Flag: N
Resource Protection Flag: Contact the Water Resources Division at 646-7586.
Wetland Flag: N

Census

Census Year	Block	Block Group	Tract
2000	1009	0108001	010800
1990	119	0108001	010800

Schools

Elementary School: Barack Obama
Middle School: Henderson
High School: Marshall

Public Safety

Police Precinct: 4
Police Sector: 411
Fire District: 15
Dispatch Zone: 092A

Public Works Schedules

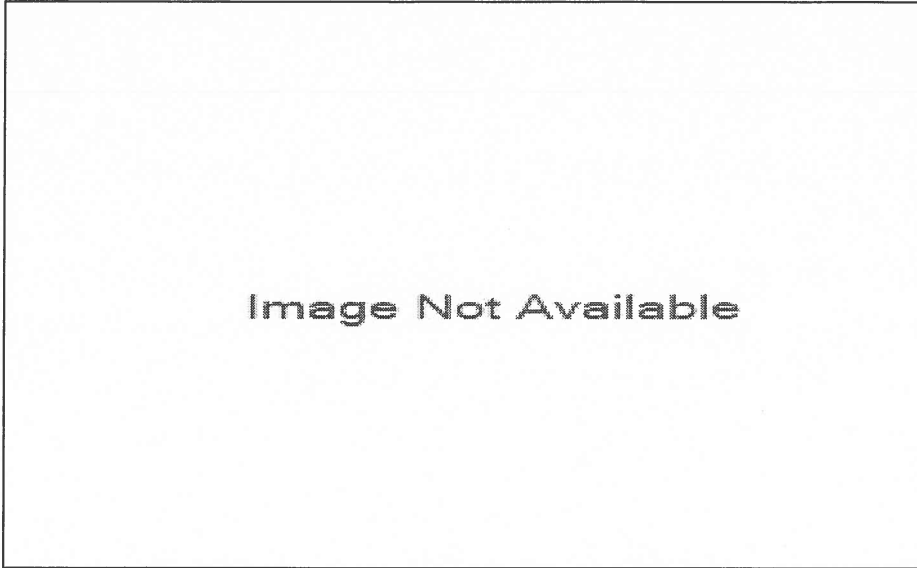
Street Sweep: TBD
Leaf Collection: TBD
Refuse Collection: Wednesday
Bulk Collection: TBD

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Council District: 6
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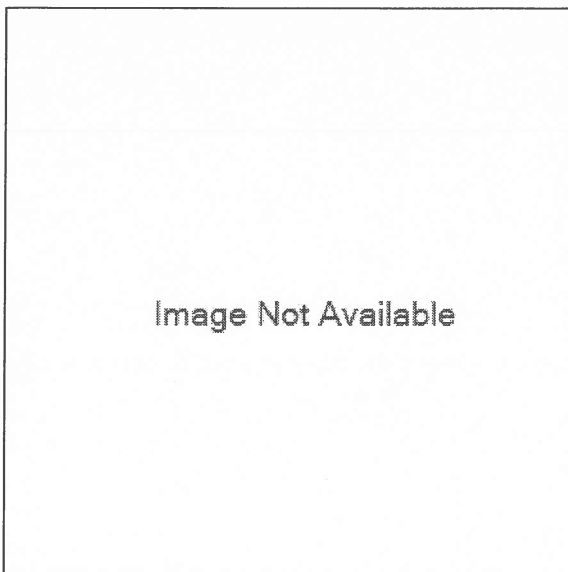
Name: Desc:



[Click here for Larger Image](#)

Sketch Images

Name: Desc:



RICHMOND BOARD OF ZONING APPEALS APPLICATION FORM



THE RICHMOND ZONING ADMINISTRATION OFFICE
ROOM 110, CITY HALL, 900 EAST BROAD STREET
RICHMOND, VIRGINIA 23219
(804) 646-6340

TO BE COMPLETED BY THE APPLICANT

PROPERTY OWNER: Pounce Properties, LLC and Zip Solutions, LLC PHONE: (Home) () () (Mobile) (804) 439-5592
ADDRESS 7325 Providence Road FAX: () () (Work) ()
N. Chesterfield, Virginia 23236 E-mail Address: masterimprovementinc@gmail.com

PROPERTY OWNER'S

REPRESENTATIVE: Concierge Construction Consulting, LLC PHONE: (Home) (804) 767-9305 (Mobile) (804) 938-6690
(Name/Address) P.O. Box 12534 FAX: () () (Work) (804) ()
Richmond, VA 23241 E-mail Address: info@ccclcrva.com
Attn: Harvey C. Johnson, III

TO BE COMPLETED BY THE ZONING ADMINISTRATION OFFICE

PROPERTY ADDRESS (ES) 3500 & 3502 Carolina Avenue
TYPE OF APPLICATION: ☐ VARIANCE ☒ SPECIAL EXCEPTION ☐ OTHER _____
ZONING ORDINANCE SECTION NUMBERS(S): 30-300 & 30-412.4(1)
APPLICATION REQUIRED FOR: Building permits to construct two (2) new single-family detached dwellings.
TAX PARCEL NUMBER(S): N000-1164/012 & 027 ZONING DISTRICT: R-6 (Single-Family Attached Residential)
REQUEST DISAPPROVED FOR THE REASON THAT: The lot area and lot width requirements are not met. Lot areas of five thousand square feet (5,000 SF) and lot widths of fifty feet (50') are required. For zoning purposes, one (1) lot having a lot area of 9,800.0 square feet and a lot width of seventy feet (70') currently exists; lot areas of 4,900.0 square feet and lot widths of 35.0 feet are proposed for #3500 & #3502.

DATE REQUEST DISAPPROVED: September 20, 2021 FEE WAIVER: YES ☐ NO: ☒
DATE FILED: September 17, 2021 TIME FILED: 9:52 a.m. PREPARED BY: David Duckhardt RECEIPT NO. BZAR-099113-2021
AS CERTIFIED BY: [Signature] (ZONING ADMINISTRATOR)

I BASE MY APPLICATION ON:

SECTION 17.20 PARAGRAPH(S) _____ OF THE CHARTER OF THE CITY OF RICHMOND
SECTION 15.2 -2309.2 ☒ OF THE CODE OF VIRGINIA [OR]
SECTION 1040.3 PARAGRAPH(S) (2) OF THE ZONING ORDINANCE OF THE CITY OF RICHMOND

TO BE COMPLETED BY APPLICANT

I have received the handouts, *Suggestions for Presenting Your Case to the Board & Excerpts from the City Charter* ☐
I have been notified that I, or my representative, must be present at the hearing at which my request will be considered.
SIGNATURE OF OWNER OR AUTHORIZED AGENT: [Signature] DATE: 9-17-21

*** TO BE COMPLETED BY THE SECRETARY TO THE BOARD OF ZONING APPEALS ***

CASE NUMBER: BZA 56-2021 HEARING DATE: November 3, 2021 AT 1:00 P.M.

BOARD OF ZONING APPEALS CASE BZA 56-2021
150' Buffer

APPLICANT(S): Ponce Properties, LLC and Zip Solutions, LLC

PREMISES: 3500 & 3502 Carolina Avenue
(Tax Parcel Numbers N000-1164/012 & 027)

SUBJECT: Building permits to construct two (2) new single-family detached dwellings.

REASON FOR THE REQUEST: Based on Sections 30-300 & 30-412.4(1)
of the Zoning Ordinance for the reason that:
The lot area and lot width requirements are not met.





BOARD OF ZONING APPEALS PRESENTATION SUGGESTIONS

CITY OF RICHMOND, VIRGINIA

When presenting your request for a variance or exception to the Board of Zoning Appeals, it is important that you consider the points outlined below. The City Charter requires that every decision of the Board must be based upon a finding of fact that the Board must determine from sworn testimony, together with pertinent evidence, presented at its public hearing. It is essential that the Board receive thorough and complete information in order for it to adequately consider your case and make an informed decision.

1. The powers and duties of the Board of Zoning Appeals (BZA) are specified in Section 17.20 of the City Charter and Article X, Division 5, of the Zoning Ordinance. The Zoning Office will assist you in identifying how your case should be filed. If you have questions regarding your case filing, please contact the Zoning Administration Office (804-646-6340) or at PDRZoningAdministration@Richmondgov.com. Please review the applicable provisions of the City Charter or the Zoning Ordinance thoroughly and address them when presenting your case to the Board to show that the applicable requirements have been satisfied.
2. The Board of Zoning Appeals is a quasi-judicial board whose decisions are controlled by statutory law and also take into consideration applicable case law that has been handed down by the Richmond Circuit Court and the Virginia Supreme Court. The Board suggests that if you have any legal questions regarding statutory or case law as it may apply to your application, that those legal issues should be discussed with an attorney before you make your final decision to submit an application to the Board.
3. The Board considers it essential that you discuss your case with nearby residents (notification letters are sent to all property owners within a 150-foot radius of your property) and any nearby civic association(s). Information regarding your neighborhood association(s) and/or contact person(s) may be obtained [here](#). Once on the page, you can search for your property using the interactive map. A dialogue box will provide you with the names of all civic groups within which your property may lie. Once you have those group names, scroll down the page to the appropriate group(s) to find the contact information for each.

Be advised that if you fail to discuss your request with your neighbors and neighborhood association(s), you should anticipate that your case will be continued until the Board's next regularly scheduled meeting. It is highly recommended that you contact your neighborhood association as soon as possible to determine their meeting schedule in order to be sure you allow yourself enough time to talk to all concerned parties prior to the hearing before the Board. The Board's Rules of Procedure require payment of a one-hundred fifty dollar (\$150) continuance fee if the applicant must request a continuance for the reason that the applicant failed to discuss their case with their neighbor(s) or neighborhood association(s).

4. You are also strongly encouraged to discuss your pending case with the Secretary of the Board, Roy Benbow at (804) 240-2124 well before the hearing. The BZA Secretary can be helpful by explaining the BZA public hearing requirements and process.
5. Utilizing photographs, plans, maps, diagrams and such other written or graphic evidence as needed to fully explain your request can be a great help to the Board in understanding your request and thereby improve your chances for success. Remember . . . a picture is worth a thousand words.
6. Note that, although the Board is not authorized to grant a waiver from the zoning regulations based on financial circumstances alone, it may be a factor to be taken into consideration along with other facts in a case. If your case involves such a factor, please provide the Board with complete and relevant financial information for its review.
7. The Board's hearings are informal, although all testimony is taken under oath. You are not required to be represented by an attorney in presenting your case. However, if you choose, you may have legal representation and/or may utilize such technical experts or other persons to testify on your behalf as you feel are needed to adequately explain your request to the Board.

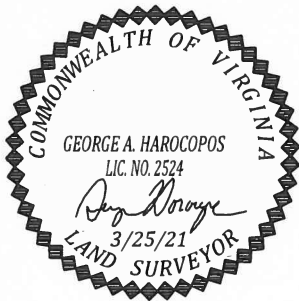
Acknowledgement of Receipt by Applicant or Authorized Agent: _____

Revised: November 10, 2020

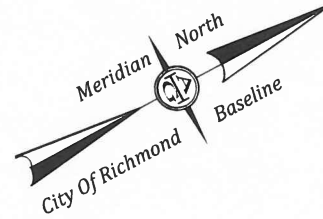
This is to certify that on 3/25/21
I made an accurate field survey of the known premises
shown hereon; that all improvements known or visible
are shown hereon; that there are no encroachments by
improvements either from adjoining premises, or from
subject premises upon adjoining premises, other than
shown hereon.

NOTE: THIS LOT APPEARS
TO BE IN FEMA FLOOD ZONE
X AS SHOWN ON HUD
COMMUNITY PANEL NUMBERS
5101290033D

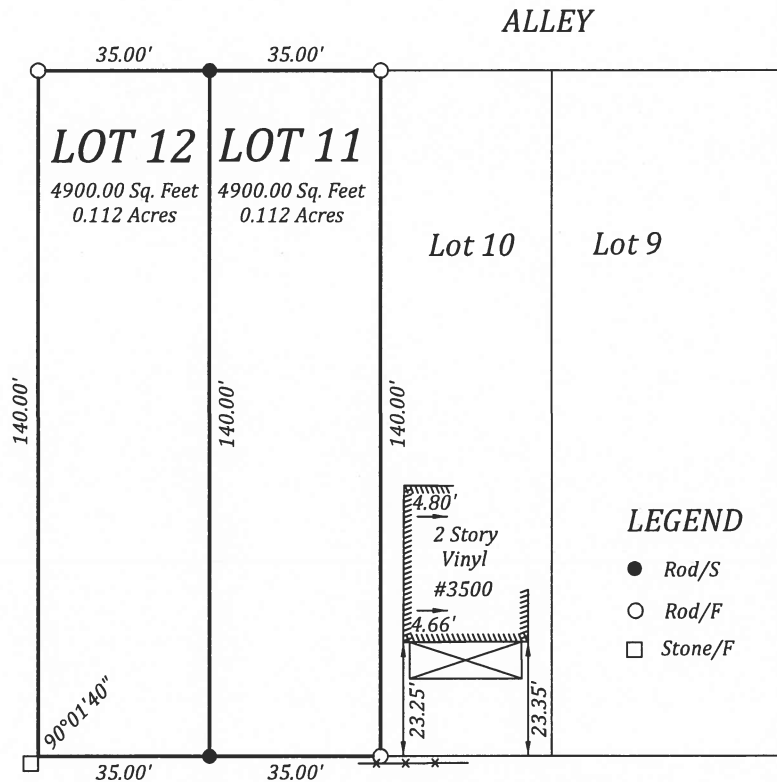
NOTE:
This survey has been prepared without
the benefit of a title report and does
not therefore necessarily indicate all
encumbrances on the property.



Note: The Purpose Of This Survey Is To
Divide Tax Parcel N0001164012
In To 2 Parcels Being The Original
Lots 11 And 12 Block 36
North Highland Park



HIGHLAND STREET



CAROLINA AVENUE

SURVEY OF
LOTS 11 AND 12 BLOCK 36
NORTH HIGHLAND PARK
RICHMOND, VIRGINIA

IN 50422

A. G. HAROCOPOS & ASSOCIATES, P.C.
CERTIFIED LAND SURVEYOR AND CONSULTANT

4920 E. MILLRIDGE PKWY. SUITE 200 MIDLOTHIAN VA. 23112
Office 804 744 2630 FAX 804 744 2632
E-MAIL AGHAROCOPOS72@GMAIL.COM

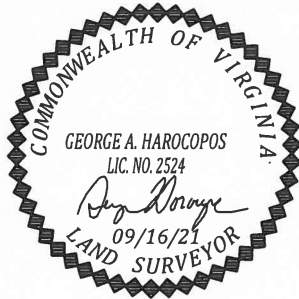
NOTE: PLAT PREPARED FOR THE EXCLUSIVE
USE OF MASTER IMPROVEMENTS

Scale 1"=30' Date 3/25/21 Drawn by GAH

This is to certify that on 09/16/2021
I made an accurate field survey of the known premises shown hereon; that all improvements known or visible are shown hereon; that there are no encroachments by improvements either from adjoining premises, or from subject premises upon adjoining premises, other than shown hereon.

NOTE: THIS LOT APPEARS
TO BE IN FEMA FLOOD ZONE
X AS SHOWN ON HUD
COMMUNITY PANEL NUMBERS
5101290033D

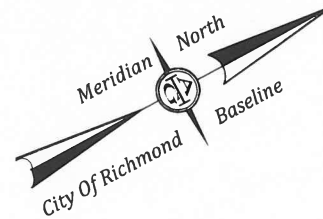
NOTE:
This survey has been prepared without
the benefit of a title report and does
not therefore necessarily indicate all
encumbrances on the property.



Subject Lot Information

LOT 12

4900.00 Sq. Feet
0.112 Acres
Disturbed Area
3382.12 Sq. Feet
0.078 Acres



12' X 50' Construction Entrance

Proposed 2 Parking Spaces
12 X 18'

Proposed Fence

Silt Fence And
Limits Of Disturbance

ALLEY

HIGHLAND STREET

Lot 11

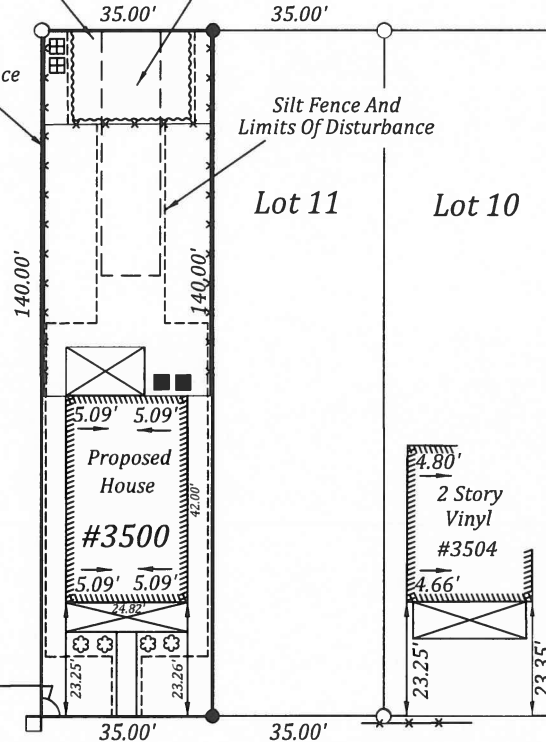
Lot 10

Lot 9

LEGEND

- Rod/S
- Rod/F
- Stone/F
- ⊗ Proposed Shrubs
- ⊞ Super Cans
- HVAC

90°01'40"



CAROLINA AVENUE

SURVEY OF
LOTS 12 BLOCK 36
NORTH HIGHLAND PARK
RICHMOND, VIRGINIA

IN 50422

A. G. HAROCOPOS & ASSOCIATES, P.C.

CERTIFIED LAND SURVEYOR AND CONSULTANT

4920 E. MILLRIDGE PKWY, SUITE 200 MIDLOTHIAN VA. 23112
Office 804 744 2630 FAX 804 744 2632
E-MAIL AGHAROCOPOS72@GMAIL.COM

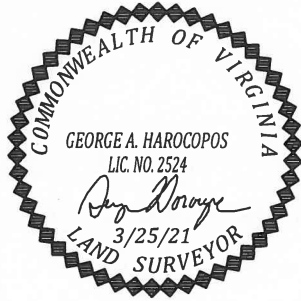
Scale 1"=30' Date 9/16/21 Drawn by GAH

NOTE: PLAT PREPARED FOR THE EXCLUSIVE
USE OF MASTER IMPROVEMENTS

This is to certify that on 6/28/21
I made an accurate field survey of the known premises shown hereon; that all improvements known or visible are shown hereon; that there are no encroachments by improvements either from adjoining premises, or from subject premises upon adjoining premises, other than shown hereon.

NOTE: THIS LOT APPEARS
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COMMUNITY PANEL NUMBERS
5101290033D

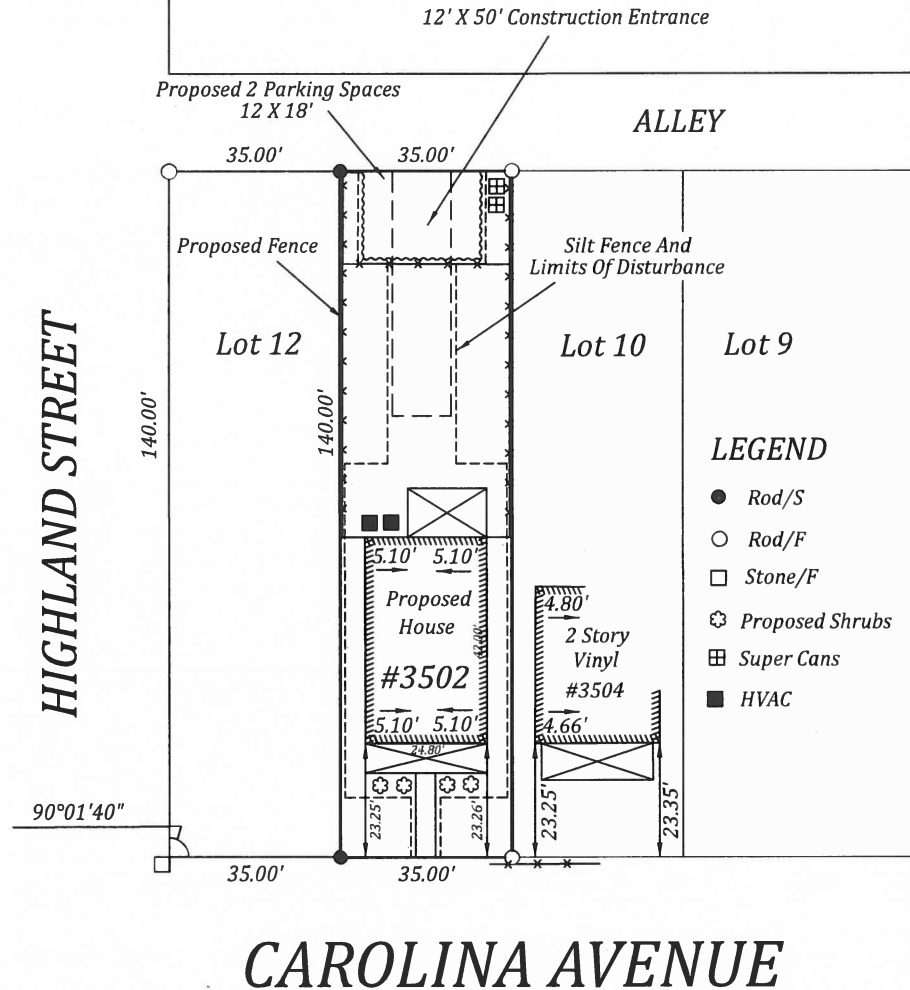
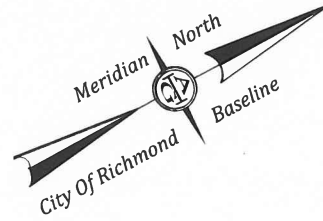
NOTE:
This survey has been prepared without
the benefit of a title report and does
not therefore necessarily indicate all
encumbrances on the property.



Subject Lot Information

LOT 11

4900.00 Sq. Feet
0.112 Acres
Disturbed Area
3382.12 Sq. Feet
0.078 Acres



SURVEY OF
LOTS 11 AND 12 BLOCK 36
NORTH HIGHLAND PARK
RICHMOND, VIRGINIA

JN 50422

A. G. HAROCOPOS & ASSOCIATES, P.C.
CERTIFIED LAND SURVEYOR AND CONSULTANT

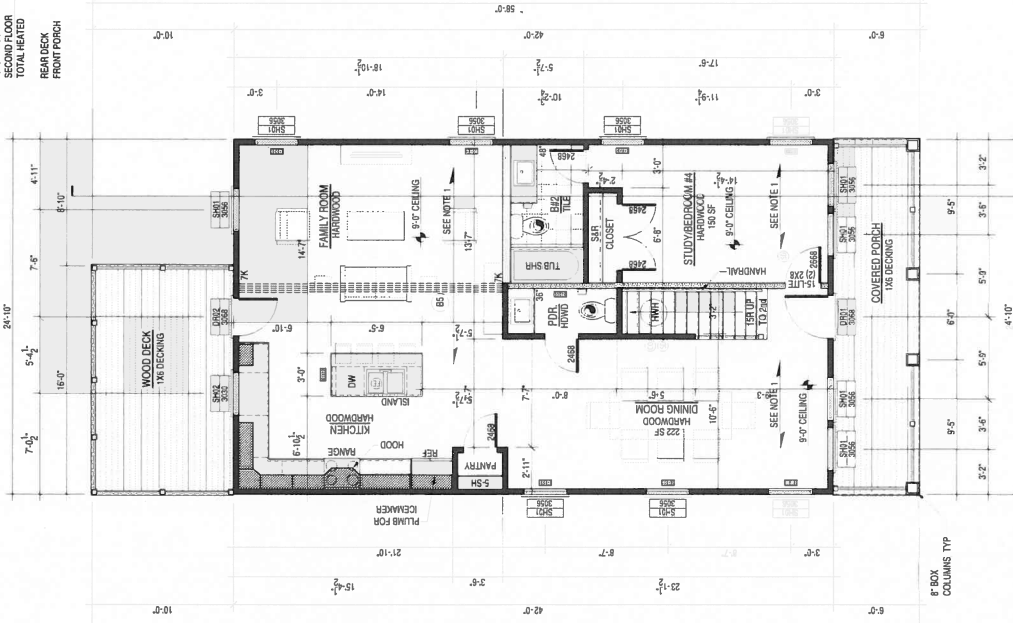
4920 E. MILLRIDGE PKWY. SUITE 200 MIDLOTHIAN VA. 23112
Office 804 744 2630 FAX 804 744 2632
E-MAIL AGIHAROCOPOS72@GMAIL.COM

Scale 1"=30' Date 6/28/21 Drawn by GAH

NOTE: PLAT PREPARED FOR THE EXCLUSIVE
USE OF MASTER IMPROVEMENTS

SQUARE FOOTAGES

FIRST FLOOR	• 1050 SF
SECOND FLOOR	• 1050 SF
TOTAL HEATED	• 2100 SF
REAR DECK	• 180 SF
FRONT PORCH	• 150 SF



FIRST FLOOR PLAN
SCALE: 1/4"=1'-0"

NOTES:
1. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
2. ALL FINISHES ARE TO BE DETERMINED BY THE OWNER.
3. ALL MATERIALS AND METHODS OF CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL RESIDENTIAL CODE BOOK (IRC) AND THE INTERNATIONAL BUILDING CODE (IBC).
4. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL MECHANICAL, ELECTRICAL, AND PLUMBING CODES (IMC, NEC, and UPC).
5. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL FIRE AND SAFETY CODE (IFSC).

START RISERS NOT TO EXCEED 8" PER CODE.
TREADS TO BE 5" MIN. WITH 1" NOSING.
HANDRAILS & PICKETS:
• ALL BALCONIES PICKETS SPACED TO NOT ALLOW A 4" SPHERE TO PASS THROUGH.
• LABEL DRYER VENT LENGTH ON DUCT.
• ALL DRYWALL TO BE 1/2" THICK.
• FIRE EXTINGUISHER TO BE LOCATED IN CLOSET UNDER KITCHEN SINK.
• BATH FAN VENTED TO EXTERIOR.
• SMOKE DETECTOR.

SECOND FLOOR FRAMING METHODS	
METHOD	OC SPACING
11-7/8" T.J.'S SERIES 230 USE SIMPSON IUS2.37/8.5 FACE MOUNT HANGER TO B5	16"
SPF NO.2 2X12'S OR BETTER USE SIMPSON LUS2B FACE MOUNT HANGERS TO B5	16"

- PLAN AND FRAMING NOTES:**
- SEE SECOND FLOOR FRAMING METHOD CHART THIS SHEET.
 - USE SIMPSON DISCART 18 JOIST FACE MOUNT HANGERS TO B5.
 - USE SIMPSON DISCART 18 JOIST FACE MOUNT HANGERS TO B5.
 - OC ALONG PANEL EDGES AND 12" OC ALONG INTERMEDIATE SUPPORTS. USE ONLY ADHESIVES CONFORMING TO APA SPECIFICATIONS OR ASTM D488, APPLIED IN ACCORDANCE WITH MANUFACTURER RECOMMENDATIONS.
 - ALL FLOOR BEAMS TO BE FLUSH W/ FLOOR SYSTEM UNLESS OTHERWISE NOTED.
 - INTERIOR DOORS IN CLOSE PROXIMITY TO A PERPENDICULAR WALL ON THE HINGE SIDE TO MAINTAIN 4" CLEAR FROM JAMB TO ADJACENT PERPENDICULAR WALL SURFACE. COORDINATE THIS DIMENSION WITH DOOR SURROUND TRIM.
 - CLOSET DOORS SINGLE AND DOUBLE TYPES ARE TO BE CENTERED WITHIN THE CLOSET THEY SERVE.
 - WINDOW AND DOOR MANUFACTURER INSTALLERS REQUIREMENTS AND CLEARANCES.
 - PROVIDE WOOD BLOOMING IN 2X4 FRAMING AT ALL BUILT-IN CABINERY LOCATIONS. REQUIRED GRAB BAR LOCATIONS.
 - CLOSET SHELVE, WALK-IN CLOSET, AND WALL MOUNTED TV LOCATIONS.
 - TO MATCH THE SPACE THEY ARE ACCESSED FROM. REFER TO PLANS FOR ANY INTERRUPTION OF FLOORING BETWEEN THESE SPACES.
 - BLOCK ALL POINT LOADS DOWN THROUGH FLOOR SYSTEM TO SUPPORTING FOUNDATION.

WALL FRAMING LEGEND

- 2X6 WALL FRAMING AT 16" OC, SHOWN 4-1/2" THICK (FINISHED).
- 2X8 WALL FRAMING AT 16" OC, SHOWN 6-1/2" THICK (FINISHED).
- INTERIOR LOAD BEARING 2X4 WALL FRAMING AT 16" OC, SHOWN 4-1/2" THICK (FINISHED).

SUPPORT	SPACING	CEILING	ROOF	BASE	FINISH
BS	16"	1/2" X 1/4" ZUE LVL	RASSED BEAM	3.5" X 7" ZUE PSL EACH END	SUPPORTS

EXTERIOR DOOR SCHEDULE					
MARK	DESCRIPTION	WIDTH	HEIGHT	OPERATION	NOTES
01	FRONT ENTRY	3'-0"	6'-8"	SINGLE SWING DOOR	ALITE STEEL DOOR
02	REAR ENTRY	3'-0"	6'-8"	SINGLE SWING DOOR	ALITE STEEL DOOR

- DOOR NOTES:**
- GENERAL CONTRACTOR SHALL VERIFY ALL DOOR SCHEDULE INFORMATION PRIOR TO ORDERING DOORS AND FRAMES.
 - ALL DOORS SHALL BE PROVIDED WITH WEATHERSTRIPPING AND THRESHOLD.
 - ALL SWING DOORS SHALL BE PROVIDED WITH HINGE OR WALL MOUNTED DOOR STOPS.
 - ALL GLASS IN DOORS AND TRANSOMS SHALL BE TEMPERED.

DOOR HARDWARE SETS:

- HINGE, ENTRY HANDLE, LOCK SET, DEAD BOLT.

WINDOW SCHEDULE					
MARK	DESCRIPTION	WIDTH	HEIGHT	HEADER HEIGHT	NOTES
01	SINGLE PUNG	3'-0"	5'-0"	6'-8"	WIND. 3 OVER 1

- WINDOW NOTES:**
- GENERAL CONTRACTOR SHALL VERIFY ALL WINDOW SCHEDULE INFORMATION PRIOR TO ORDERING WINDOWS AND FRAMES.
 - CONTRACTOR TO VERIFY ACTUAL SIZES AND FRAMING REQUIREMENTS WITH WINDOW MANUFACTURER.
 - SECOND FLOOR WINDOWS REQUIRED FOR EMERGENCY EGRESS SHALL MEET THE REQUIREMENTS OF IRC P101.1, GENERALLY 20" MIN. CLEAR WIDTH, 24" MIN. CLEAR HEIGHT AND 5.7 LB. MIN. GLAZING.
 - NO WINDOW GLAZING SHALL BE WITHIN 18" OF FINISH FLOOR.
 - SAFETY GLAZING SHALL BE TEMPERED.

NEW SINGLE FAMILY HOME
3500 CAROLINA AVENUE
RICHMOND, VIRGINIA 23222
FIRST FLOOR PLAN

MASTED
1000 PARKVIEW LANE
RICHMOND, VIRGINIA 23222
(703) 728-5779 PHONE

NO.	REVISION	DATE
1	FINAL PLANS	9-15-2021

A-101

STAIR RISERS NOT TO EXCEED 8 1/4" PER CODE TREADS TO BE 5" MIN. WITH 1" NOSING.	HANDRAILS & PICKETS: 35" HIGH HANDRAILS @ ALL STAIRS, 35" RAILING @ ALL BALCONIES. PICKETS SPACED TO NOT ALLOW A 4" SPHERE TO PASS THROUGH.	LABEL DRYER VENT LENGTH ON DUCT ALL DRYWALL TO BE 1/2"	<ul style="list-style-type: none"> Ⓢ FIRE EXTINGUISHER TO BE LOCATED IN CABINET UNDER KITCHEN SINK ☯ BATH FAN VENTED TO EXTERIOR Ⓢ CARBON MONOXIDE DETECTOR Ⓢ SMOKE DETECTOR
--	--	---	--

1. ROOF FRAMING TO BE PRE-ENGINEERED ROOF TRUSSES AT 24" OC UNLESS OTHERWISE NOTED.
2. ALL WINDOW AND DOOR HEADERS TO BE 12 INCHES WITH (2) JACK STUDS UNLESS OTHERWISE NOTED.
3. ALL WINDOW AND DOOR THRESHOLDS TO BE 2 INCHES WITH (2) JACK STUDS UNLESS OTHERWISE NOTED.
4. TO AVOID PERPENDICULAR WALL CRACKS, COORDINATE THIS DIMENSION WITH DOOR SURROUND TRIM.
5. CLOSET DOORS (SINGLE AND DOUBLE TYPE) ARE TO BE CENTERED WITH THE CLOSET TRIM SERVICE.
6. DOOR SIZES PROVIDED AND DIMENSIONS DISCLOSED ARE APPROXIMATE. COORDINATE FLOOR FINISHING OPENING SIZES WITH FLOOR FINISHING CONTRACTOR.
7. PROVIDE MOOR BLOODING IN 24 INCH FRAMING AT ALL BUILD IN CANNERY LOCATIONS. REQUIRED GRAB BAR LOCATIONS, CLOSET SHELVEING, AND WALL MOUNTED TO LOCATIONS.
8. CLOSETS AND DOOR SIZES NOT CALLED OUT OTHERWISE ARE 1/2 DOOR, WALL, AND CEILING MATERIALS AND FINISHES TO MATCH THE ARE ASSIGNED ROOM. REFER TO PLANS FOR ANY INTERFERENCE OF FLOORING BETWEEN THESE SPACES.

WALL FRAMING LEGEND

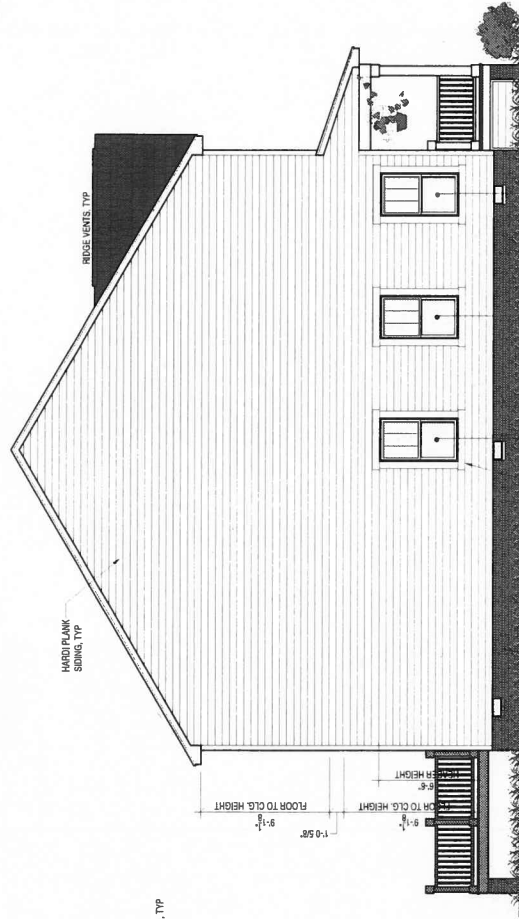
WINDOW SCHEDULE					
MARK	DESCRIPTION	WIDTH	HEIGHT	HEADER HEIGHT	NOTES
SH2	ANGLE IRING	3'-0"	5'-0"	3'-0"	W/TL OVER 1
SH4	FIXED	2'-0"	2'-0"	6'-0"	W/TL FIXED
TR01	TRANSOM	4'-0"	1'-0"	6'-0"	W/TL FIXED

WINDOW NOTES:

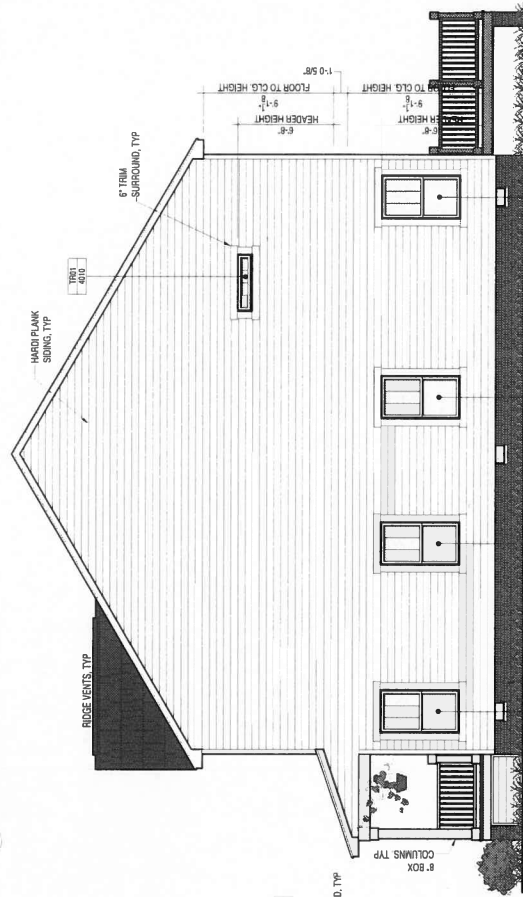
1. ORDERING CONTRACTOR SHALL VERIFY ALL WINDOW SCHEDULE INFORMATION PRIOR TO ORDERING WINDOWS AND FRAMES.
2. ALL WINDOWS NOMINAL GENERAL CONTRACTOR TO VERIFY ACTUAL SIZES AND FRAMING CONDITIONS WITH WINDOW MANUFACTURER.
3. SECOND FLOOR WITH WINDOW EGRESS SHALL MEET THE REQUIREMENTS OF IRC 203.2.1.1, GENERALLY 20" MIN. CLEAR WIDTH, 24" MIN. CLEAR HEIGHT AND 5.7 SQUARE FEET NET CLEAR OPENING.
4. NO WINDOW GLAZING SHALL BE WITHIN 1' OF FINISH FLOOR.
5. SAFETY GLAZING SHALL BE TEMPERED.



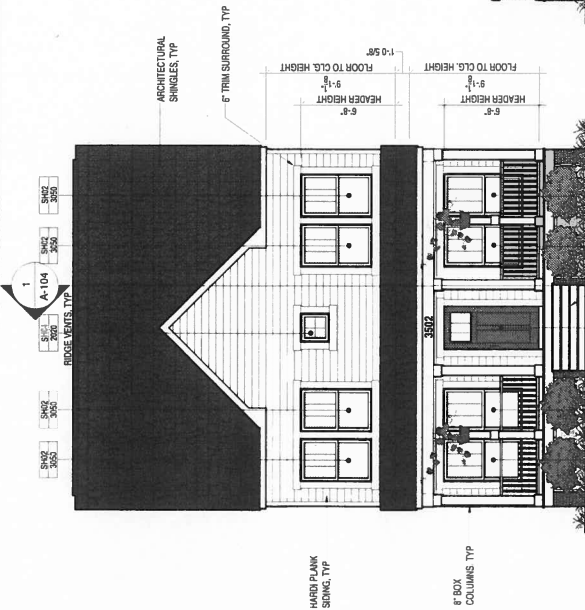
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LEFT ELEVATION

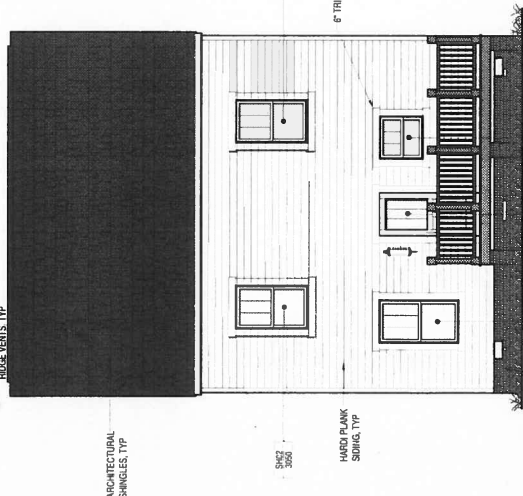


RIGHT ELEVATION



3056 3059 3059

FRONT ELEVATION



REAR ELEVATION



CITY OF RICHMOND

DEPARTMENT OF
PLANNING AND DEVELOPMENT REVIEW
ZONING ADMINISTRATION

July 8, 2015

Maritta Ellis
511 Pollock Street
Richmond, Virginia 23222

RE: 3500 Carolina Avenue
Tax Parcel: N000-1164/012

Dear Ms. Ellis:

Thank you for your request for a Zoning Confirmation Letter regarding the above referenced property. In response to your letter, be advised of the following:

The property is located within an R-6 (Single-Family Attached Residential) zoning district. The R-6 District requires a minimum lot area of not less than five thousand square feet (5,000 SF) and a minimum lot width of not less than fifty feet (50') for single-family detached dwellings. According to City Assessor's records, the subject property has an approximate road frontage of seventy feet (70') along Carolina Avenue and an approximate road frontage of one hundred forty feet (140') along Highland Avenue, which results in a lot area of 9,800 square feet. The property is improved with a vacant building. City Assessor's records indicate the use of the building as a converted two-family dwelling.

According to deeds since 1942, the subject property has been conveyed as "All that certain lot, piece or parcel of land, together with all improvements thereon and appurtenances thereto belonging and designated as No. 3500 Carolina Avenue, lying and being in the City of Richmond, Virginia, in Plan of Highland Park, and more particularly described as follows: Commencing at the northwestern intersection of Carolina Avenue (formerly known as Virginia Avenue) and Highland Street, thence running in a northwardly direction along and fronting on the western line of Carolina Avenue 70 feet, and thence back from said front in a westerly direction and between parallel lines 140 feet to an alley in common 20 feet wide; being designated as Lot Nos. 11 and 12 in Square No. 36, in the Plan of Highland Park...Being the same real estate...". The property is deeded as one (1) independent lot of record and has been since, at least 1942.

As proposed, your intent is to demolish the existing building, split the subject property and construct a new single-family detached dwelling on each newly created vacant lot. Demolishing the existing building and splitting the existing Tax Parcel back into the original subdivision lots would not be permitted because the minimum lot area and lot width requirements cannot be met for each proposed lot. As per Section 114-1220 of the Zoning Ordinance, a lot is defined as "a single lot of record or a combination of contiguous lots of record". Deeds describe the property as one (1) independent lot for zoning purposes. Therefore, once lots are combined, any subsequent division thereof must be done in compliance with applicable regulations.

Maritta Ellis
RE: 3500 Carolina Avenue
July 8, 2015
Page 2

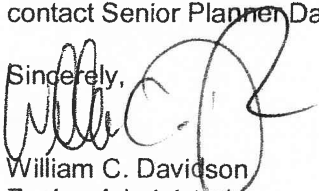
Requesting and obtaining a special exception from the Board of Zoning Appeals (BZA) or a Special Use Permit (SUP) from City Council may be a possibility. For information concerning the BZA process, please contact the Zoning Office at 646-6340. For information concerning the SUP process, please contact the Land Use Administration Office at 646-6304.

Please be advised, that the Department of Finance records is showing delinquent real estate taxes on this property. Be advised that until you provide this office with documentation indicating the real estate taxes have been paid-in-full, any future permit applications will not be processed. Be advised that this figure will increase due to the accruing of additional interest and penalties for each day the taxes due are not paid.

You are hereby advised that you have thirty (30) days from this notice in which to appeal this decision to the Board of Zoning Appeals, in accordance with §15.2-2311 of the Code of Virginia and §17.19 of the Richmond City Charter, or this decision shall be final and unappealable. Such appeal must be in writing and must be filed with the Secretary to the Board of Zoning Appeals. Said appeal shall indicate in specific terms the grounds for the appeal and must be accompanied by a filing fee of two hundred fifty dollars (\$250.00).

I hope this information is sufficient. Should you have any additional questions, please contact Senior Planner David Duckhardt at 646-6917.

Sincerely,



William C. Davidson
Zoning Administrator

210010777

Prepared by:

L. Anderson Hughes, Jr. (VSB 17859) without the benefit of a title examination

This Deed is exempt from recordation taxation pursuant to Va. Code Sections 58.1-811 A (14) and 58.1-811 C (1)

Tax Map Reference N000-1164/012

THIS DEED OF PARTITION, made this 13th day of April, 2021,
by and between PONCE PROPERTIES, LLC and ZIP SOLUTIONS, LLC,
both being Virginia limited liability companies, herein called
Grantors, and PONCE PROPERTIES, LLC and ZIP SOLUTIONS, LLC,
herein called Grantees;

W I T N E S S E T H ;

WHEREAS, Grantors are the owners of certain property in the City of Richmond conveyed to the Grantors by deed dated March 4, 2021, and recorded March 5, 2021, in the Clerk's Office, Circuit Court, City of Richmond, Virginia, as Instrument Number 210006454, the property being more particularly described in such deed (the "Property"), and

WHEREAS, the Grantors desire to divide the Property into two legally distinct lots of real estate with two separate tax identification numbers.

THAT, for and in consideration of the sum of TEN DOLLARS (\$10.00) and other valuable considerations, the receipt of which is hereby acknowledged, the Grantors hereby grant and convey with GENERAL WARRANTY and ENGLISH COVENANTS OF TITLE, except as hereinafter noted, unto the Grantees, the real estate described in Schedule "A" attached hereto and made a part hereof, in fee simple.

Plural shall be substituted for singular and the singular for the plural wherever the context hereof so requires.

This conveyance is made subject to the restrictions, conditions, easements and agreements of record, if any, to the extent that same may lawfully affect the above real estate.

Z10010111

THIS DEED IS FOR THE PURPOSE OF DIVIDING TAX PARCEL NUMBER
N000-1164/012 INTO TWO SEPARATE PARCELS AS SHOWN ON THE ATTACHED
PLAT OF SURVEY, WITH EACH PARCEL HAVING ITS OWN TAX PARCEL
NUMBER.

WITNESS the following signatures and seals:

PONCE PROPERTIES, LLC

By: [Signature] (SEAL)
Miguel Ponce, Member/Manager

ZIP SOLUTIONS, LLC

By: [Signature] (SEAL)
Mark Gans, Member/Manager

STATE OF VIRGINIA

CITY/COUNTY OF (Harrisonburg), to-wit:

The foregoing instrument was acknowledged before me this
15 day of April, 2021, by Miguel Ponce, Member/Manager of
PONCE PROPERTIES, LLC and Mark Gans, Member/Manager of ZIP
SOLUTIONS, LLC.

My commission expires: 7/31/2023

[Signature]
NOTARY PUBLIC



SCHEDULE A

Parcel 1

ALL that certain lot, piece or parcel of land, with all improvements thereon and appurtenances thereto belonging, lying and being in the City of Richmond, Virginia, and designated and described as "Lot 11 4900.00 Sq. Feet 0.112 Acres", on that certain plat made by A.G. Harocopos & Associates, P.C. dated March 25, 2021, entitled "SURVEY OF LOTS 11 AND 12 BLOCK 36 NORTH HIGHLAND PARK RICHMOND, VIRGINIA", a copy of which plat is attached hereto and recorded herewith.

Parcel 2

ALL that certain lot, piece or parcel of land, with all improvements thereon and appurtenances thereto belonging, lying and being in the City of Richmond, Virginia, and designated and described as "Lot 12 4900.00 Sq. Feet 0.112 Acres", on that certain plat made by A.G. Harocopos & Associates, P.C. dated March 25, 2021, entitled "SURVEY OF LOTS 11 AND 12 BLOCK 36 NORTH HIGHLAND PARK RICHMOND, VIRGINIA", a copy of which plat is attached hereto and recorded herewith.

Grantees address:

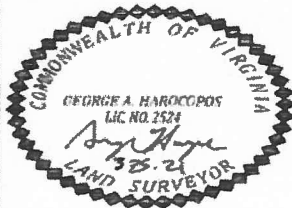
7325 S. Providence Road
North Chesterfield, Va. 23236

210010777

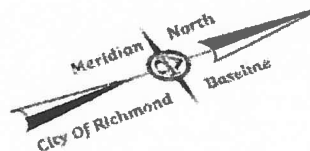
This is to certify that on 3/25/21
I made an accurate field survey of the known premises
shown hereon; that all improvements known or visible
are shown hereon; that there are no encroachments by
improvements either from adjoining premises or from
subject premises upon adjoining premises, other than
shown hereon.

NOTE: THIS LOT APPEARS
TO BE IN FEMA FLOOD ZONE
X AS SHOWN ON HUD
COMMUNITY PANEL NUMBERS
5101290330

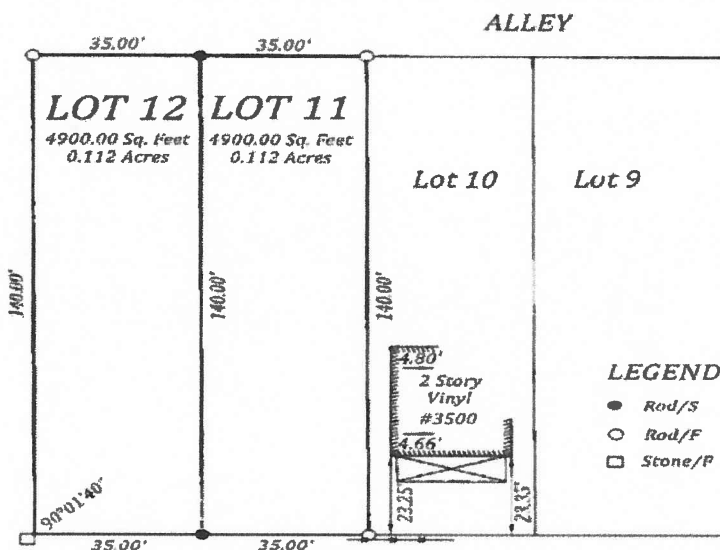
NOTE:
This survey has been prepared without
the benefit of a title report and does
not therefore necessarily indicate all
encumbrances on the property.



Note: The Purpose Of This Survey Is To
Divide Tax Parcel N0001164012
In To 2 Parcels Being The Original
Lots 11 And 12 Block 36
North Highland Park



HIGHLAND STREET



CAROLINA AVENUE

SURVEY OF
LOTS 11 AND 12 BLOCK 36
NORTH HIGHLAND PARK
RICHMOND, VIRGINIA

IN 50422

A. G. HAROCOPOS & ASSOCIATES, P.C.
CERTIFIED LAND SURVEYOR AND CONSULTANT

4920 B MILLBRIDGE PKWY, SUITE 200 MIDLOTHIAN VA 23112
Office 804 744 2630 FAX 804 744 2632
E-MAIL AGHAROCPOS72@GMAIL.COM

Scale 1"=30' Date 3/25/21 Drawn by GAH

NOTE: PLAT PREPARED FOR THE EXCLUSIVE
USE OF MASTER IMPROVEMENTS

210010777

INSTRUMENT 210010777
RECORDED IN THE CLERK'S OFFICE OF
RICHMOND CITY CIRCUIT COURT ON
APRIL 15, 2021 AT 11:56 AM
EDWARD F. JEWETT, CLERK
RECORDED BY: JRO



DEPARTMENT OF PLANNING AND DEVELOPMENT REVIEW
BUREAU OF PERMITS AND INSPECTION
ROOM 110 CITY HALL
900 E. BROAD STREET
RICHMOND, VIRGINIA 23219
PHONE (804) 646-4169
FAX (804) 646-1569

BUILDING PERMIT/CERTIFICATE APPLICATION

PERMIT NO.

B

**THIS IS AN APPLICATION ONLY. IT IS NOT AUTHORIZATION TO START ANY WORK.
NO WORK SHALL START UNTIL A PERMIT IS POSTED ON THE JOB SITE.**

CONTRACTOR/OWNER INFORMATION	1 JOB/PROPERTY ADDRESS (STREET & NUMBER) 3900 CAROLINA AVENUE						2 FLOOR/ROOM NO.					
	3 CONTRACTOR NAME			4 LICENSE TYPE		5 CLASS <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C		6 STATE LICENSE NO.				
	7 CONTRACTOR STREET ADDRESS			8 CONTRACTOR TELEPHONE NO. / EMAIL ADDRESS								
BUILDING INFORMATION	9 CITY			STATE		ZIP CODE		10 CONTRACTOR FAX NO.				
	11 PROPERTY OWNER NAME PENCE PROPERTIES, LLC ZIP SOLUTIONS, LLC			12 PROPERTY OWNER ADDRESS/ZIP 7325 PROVIDENCE RD. N. CHESTERFIELD			13 OWNER DAYTIME TELEPHONE NO.					
	14 DESCRIBE CURRENT STRUCTURE USE VACANT LOT			15 DESCRIBE PROPOSED STRUCTURE USE SINGLE FAMILY								
OFFICE USE ONLY	16 NEW ACCESSORY BLDG. <input type="checkbox"/> ACC		17 ADDITION <input type="checkbox"/> ADD		18 RESIDENTIAL GARAGE <input type="checkbox"/> AD1		19 RESIDENTIAL DECK <input type="checkbox"/> AD2		20 OPEN PORCH <input type="checkbox"/> AD3			
	21 ENCLOSURE PORCH <input type="checkbox"/> AD4		22 ALTER/REMODEL LIGHT <input type="checkbox"/> AL1		23 ALTER/REMODEL HEAVY <input type="checkbox"/> AL2		24 DEMOLITION <input type="checkbox"/> DEM		25 TENANT FITUP <input type="checkbox"/> FUP			
	26 FOUNDATION ONLY <input type="checkbox"/> FOU		27 NEW BUILDING <input type="checkbox"/> NB		28 MOVING/RELOCATION <input type="checkbox"/> REL		29 REPAIR/REPLACEMENT <input type="checkbox"/> REP					
CONSTRUCTION COST	30 IF 1 OR 2 FAMILY <input checked="" type="checkbox"/> 1 FAMILY <input type="checkbox"/> 2 FAMILY			31 IF MULTIFAMILY, NUMBER OF UNITS PER STRUCTURE			32 CHECK ONE (IF APPLICABLE) <input type="checkbox"/> 1. LODGING HOUSE <input type="checkbox"/> 3. ADULT CARE RESIDENCE <input type="checkbox"/> 2. NURSING HOME					
	INSTRUCTIONS: ENTER APPROPRIATE AMOUNTS FOR A, B, C, D, E & F. TOTAL B, C, D, E & F. SUBTRACT THIS TOTAL FROM A TO OBTAIN G. COSTS ARE TO INCLUDE MATERIAL, LABOR, SUBCONTRACTS OVERHEAD & PROFIT.			A. TOTAL CONST. COST OF ENTIRE JOB \$		C. MECH. COST \$		E. SPRINKLER COST \$		G. TOTAL CONSTRUCTION COST LESS TRADE PERMITS \$		
	B. ELEC. COST \$		D. PLUMB. COST \$		F. ELEVATOR COST \$							
WORK DESCRIPTION	34 DESCRIBE SCOPE OF WORK CONSTRUCT SINGLE FAMILY DETACHED DWELLING											
LIEN INFORMATION	35 LIEN AGENT NAME						36 PHONE NO.					
	37 ADDRESS						ZIP CODE					
CONTACT INFORMATION	38 CONTACT PERSON HARVEY C. JOHNSON, III CONCRETE CONSTRUCTION CONSULTING, LLC						39 CONTACT PHONE NO. 804-938-6690		40 CONTACT FAX NO.			
	41 CONTACT ADDRESS P.O. Box 12534 RICHMOND, VA						ZIP CODE		42 EMAIL			
	43 DO YOU WANT TO BE CALLED TO PICK UP PERMIT WHEN ISSUED? <input type="checkbox"/> YES <input type="checkbox"/> NO						NAME PHONE NO.					
RE-ROOF ONLY	44 ENGINEER/ARCHITECT NAME				45 ENGINEER/ARCHITECT PHONE NO.		46 ENGINEER/ARCHITECT FAX NO.		47 EMAIL			
	48 ROOF TYPE 1 (SEE BACK FOR LIST)				49 NO. OF SQUARES		50 ROOF TYPE 2 (SEE BACK FOR LIST)		51 NO. OF SQUARES			
FIRE SUPPRESSION	52 AUTOMATIC SPRINKLERS <input type="checkbox"/> YES <input type="checkbox"/> NO				53 FIRE ALARM SYSTEM <input type="checkbox"/> YES <input type="checkbox"/> NO							
	54 BUILDING FINISHED AREA NEW OR ADDITION (SQ. FT.)		55 BUILDING UNFINISHED AREA NEW OR ADDITION (SQ. FT.)		56 GARAGE AREA (SQ. FT.)		57 OPEN PORCH AREA (SQ. FT.)		58 ENCLOSURE PORCH AREA (SQ. FT.)			
	59 DECK AREA (SQ. FT.)		60 BUILDING AREA EXISTING (SQ. FT.) (PER FLOOR)		61 TOTAL AREA AT COMPLETION (SQ. FT.) (PER FLOOR)		62 TOTAL BUILDING HEIGHT		63 NUMBER OF FLOORS			
PARKING	64 NO. OF ON SITE PARKING SPACES (STREET SPACES DO NOT COUNT)				65 NO. OF SPACES AT ANOTHER LOCATION		66 LOCATION		LEASE ATTACHED? <input type="checkbox"/> YES <input type="checkbox"/> NO			
	67 WILL THERE BE A <input type="checkbox"/> NEW CURB <input type="checkbox"/> RELOCATED CURB <input type="checkbox"/> DRIVEWAY				68 WILL THERE BE ANY SITE GRADING OR LAND DISTURBING ACTIVITY? <input type="checkbox"/> YES <input type="checkbox"/> NO				69 TOTAL AREA TO BE DISTURBED (SQ. FT.)		70 IS SURVEY OR SITE PLAN ATTACHED? <input type="checkbox"/> YES <input type="checkbox"/> NO	
OWNERS AFFIDAVIT	I HEREBY AFFIRM THAT UNDER THE PROVISIONS OF TITLE 54.1-1101 OF THE CODE OF VIRGINIA, I AM NOT SUBJECT TO LICENSURE AS A CONTRACTOR OR SUBCONTRACTOR. BY THIS AFFIDAVIT I ASSUME FULL RESPONSIBILITY FOR COMPLETION OF THE PROPOSED WORK IN ACCORDANCE WITH ALL APPLICABLE BUILDING CODES AND LAW. I ALSO UNDERSTAND IT IS A VIOLATION OF STATE LAW TO KNOWINGLY HIRE AN UNLICENSED CONTRACTOR.											
	PRINTED NAME						SIGNATURE			DATE		
ASBESTOS CERTIFICATION	A I CERTIFY THAT THE BUILDING AT (NAME OF APPLICANT) (ADDRESSES, FLOOR OR SUITE) HAS BEEN INSPECTED OR MEETS THE EXCEPTIONS OF SECTION 110.3, THE VIRGINIA UNIFORM STATEWIDE BUILDING CODE. THE ASBESTOS ABATEMENT WILL BE DONE AS PER REQUIREMENT OF THE "CLEAN AIR ACT" NATIONAL EMISSION STANDARD FOR THE HAZARDOUS AIR POLLUTANT (NESHAPS) AND OSHA "STANDARDS FOR CONSTRUCTION WORKERS".											
	C SIGNATURE											
OFFICE USE ONLY	ARTS DISTRICT <input type="checkbox"/> YES <input type="checkbox"/> NO		HISTORICAL DISTRICT <input type="checkbox"/> YES <input type="checkbox"/> NO		VIOLATION ON PROPERTY <input type="checkbox"/> YES <input type="checkbox"/> NO		DELINQUENT TAXES DUE? <input type="checkbox"/> YES <input type="checkbox"/> NO		ICC TYPE OF CONSTRUCTION			
	EXISTING USE GROUP		PROPOSED USE GROUP		FEE CALC. TYPE <input type="checkbox"/> S <input type="checkbox"/> U <input type="checkbox"/> B <input type="checkbox"/> C		PERMIT FEE		FEE RECEIVED		RECEIPT NO. <input type="checkbox"/> CASH <input type="checkbox"/> CHECK <input type="checkbox"/> CREDIT CARD	
	IS PROPERTY IN 100 YR FLOOD PLAIN? <input type="checkbox"/> YES <input type="checkbox"/> NO		FLOOD ELEV.		SITE ELEV.		CHESAPEAKE BAY PROTECTION AREA? <input type="checkbox"/> YES <input type="checkbox"/> NO		CHESAPEAKE BAY MANAGEMENT AREA? <input type="checkbox"/> YES <input type="checkbox"/> NO			
APPLICATION APPROVED BY						DATE		APPLICATION DISAPPROVED BY				DATE

A COPY OF YOUR STATE CONTRACTOR'S LICENSE AND BUSINESS LICENSE MUST BE ON FILE BEFORE A PERMIT WILL BE ISSUED.



DEPARTMENT OF PLANNING AND DEVELOPMENT REVIEW
BUREAU OF PERMITS AND INSPECTION
ROOM 110 CITY HALL
900 E. BROAD STREET
RICHMOND, VIRGINIA 23219
PHONE (804) 646-4169
FAX (804) 646-1569

BUILDING PERMIT/CERTIFICATE APPLICATION

PERMIT NO.

B

TRACK 1 TRACK 2

**THIS IS AN APPLICATION ONLY. IT IS NOT AUTHORIZATION TO START ANY WORK.
NO WORK SHALL START UNTIL A PERMIT IS POSTED ON THE JOB SITE.**

CONTRACTOR/OWNER INFORMATION	1 JOB/PROPERTY ADDRESS (STREET & NUMBER) 3702 CAROLINA AVENUE		2 FLOOR/ROOM NO.	
	3 CONTRACTOR NAME		4 LICENSE TYPE	5 CLASS <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C
	6 STATE LICENSE NO.		7 CONTRACTOR STREET ADDRESS	
BUILDING INFORMATION	8 CONTRACTOR TELEPHONE NO. / EMAIL ADDRESS		9 CITY	
	10 CONTRACTOR FAX NO.		11 PROPERTY OWNER NAME PONCE PROPERTIES, LLC	
	12 PROPERTY OWNER ADDRESS/ZIP 7325 PROVIDENCE RD. N. CHESTERFIELD		13 OWNER DAYTIME TELEPHONE NO.	
BUILDING INFORMATION	14 DESCRIBE CURRENT STRUCTURE USE VACANT LOT		15 DESCRIBE PROPOSED STRUCTURE USE SINGLE FAMILY	
	16 NEW ACCESSORY BLDG. <input type="checkbox"/> ACC		17 ADDITION <input type="checkbox"/> ADD	18 RESIDENTIAL GARAGE <input type="checkbox"/> AD1
	19 RESIDENTIAL DECK <input type="checkbox"/> AD2		20 OPEN PORCH <input type="checkbox"/> AD3	21 ENCLOSED PORCH <input type="checkbox"/> AD4
CONSTRUCTION COST	22 ALTER/REMODEL LIGHT <input type="checkbox"/> AL1		23 ALTER/REMODEL HEAVY <input type="checkbox"/> AL2	
	24 DEMOLITION <input type="checkbox"/> DEM		25 TENANT FITUP <input type="checkbox"/> FUP	26 FOUNDATION ONLY <input type="checkbox"/> FOU
	27 NEW BUILDING <input type="checkbox"/> NB		28 MOVING/RELOCATION <input type="checkbox"/> REL	29 REPAIR/REPLACEMENT <input type="checkbox"/> REP
WORK DESCRIPTION	30 IF 1 OR 2 FAMILY <input checked="" type="checkbox"/> 1 FAMILY <input type="checkbox"/> 2 FAMILY		31 IF MULTIFAMILY, NUMBER OF UNITS PER STRUCTURE	
	32 CHECK ONE (IF APPLICABLE) <input type="checkbox"/> 1. LODGING HOUSE <input type="checkbox"/> 2. NURSING HOME		33 TOTAL CONSTRUCTION COST LESS TRADE PERMITS	
	34 DESCRIBE SCOPE OF WORK CONSTRUCT SINGLE FAMILY DETACHED DWELLING			
LIEN INFORMATION	35 LIEN AGENT NAME		36 PHONE NO.	
	37 ADDRESS		38 ZIP CODE	
	39 CONTACT PERSON HARVEY G. JOHNSON, III		40 CONTACT PHONE NO. 804.936.6690	
CONTACT INFORMATION	41 CONTACT ADDRESS P.O. Box 12534 RICHMOND, VA		42 EMAIL	
	43 DO YOU WANT TO BE CALLED TO PICK UP PERMIT WHEN ISSUED? <input type="checkbox"/> YES <input type="checkbox"/> NO		44 ENGINEER/ARCHITECT NAME	
	45 ENGINEER/ARCHITECT PHONE NO.		46 ENGINEER/ARCHITECT FAX NO.	
RE-ROOF ONLY	47 ENGINEER/ARCHITECT EMAIL		48 ROOF TYPE 1 (SEE BACK FOR LIST)	
	49 NO. OF SQUARES		50 ROOF TYPE 2 (SEE BACK FOR LIST)	
	51 NO. OF SQUARES			
FIRE SUPPRESSION	52 AUTOMATIC SPRINKLERS <input type="checkbox"/> YES <input type="checkbox"/> NO		53 FIRE ALARM SYSTEM <input type="checkbox"/> YES <input type="checkbox"/> NO	
	54 BUILDING FINISHED AREA NEW OR ADDITION (SQ. FT.)		55 BUILDING UNFINISHED AREA NEW OR ADDITION (SQ. FT.)	56 GARAGE AREA (SQ. FT.)
	57 OPEN PORCH AREA (SQ. FT.)		58 ENCLOSED PORCH AREA (SQ. FT.)	
LOT & BUILDING SIZE	59 DECK AREA (SQ. FT.)		60 BUILDING AREA EXISTING (SQ. FT.) (PER FLOOR)	61 TOTAL AREA AT COMPLETION (SQ. FT.) (PER FLOOR)
	62 TOTAL BUILDING HEIGHT		63 NUMBER OF FLOORS	
	64 NO. OF ON SITE PARKING SPACES (STREET SPACES DO NOT COUNT)		65 NO. OF SPACES AT ANOTHER LOCATION	66 LOCATION
PARKING	67 LEASE ATTACHED? <input type="checkbox"/> YES <input type="checkbox"/> NO		68 WILL THERE BE ANY SITE GRADING OR LAND DISTURBING ACTIVITY? <input type="checkbox"/> YES <input type="checkbox"/> NO	
	69 TOTAL AREA TO BE DISTURBED (SQ. FT.)		70 IS SURVEY OR SITE PLAN ATTACHED? <input type="checkbox"/> YES <input type="checkbox"/> NO	
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OFFICE USE ONLY	EXISTING USE GROUP		PROPOSED USE GROUP	FEE CALC. TYPE <input type="checkbox"/> S <input type="checkbox"/> U <input type="checkbox"/> B <input type="checkbox"/> C
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	IS PROPERTY IN 100 YR FLOOD PLAIN? <input type="checkbox"/> YES <input type="checkbox"/> NO		FLOOD ELEV.	SITE ELEV.
APPLICATION APPROVED BY		DATE	APPLICATION DISAPPROVED BY	
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