



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: _____ Date: _____

Tax Map #: _____ Fee: _____

Total area of affected site in acres: _____

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

Zoning

Current Zoning: _____

Existing Use: _____

Proposed Use

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

Existing Use: _____

Is this property subject to any previous land use cases?

Yes

No

☐☐

If Yes, please list the Ordinance Number: _____

Applicant/Contact Person: _____

Company: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _(_____) _____ Fax: _(_____) _____

Email: _____

Property Owner: _____

If Business Entity, name and title of authorized signee: _____

(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: _____

City: _____ State: _____ Zip Code: _____

Telephone: _(_____) _____ Fax: _(_____) _____

Email: _____

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)

APPLICANT'S REPORT

March 10th, 2023

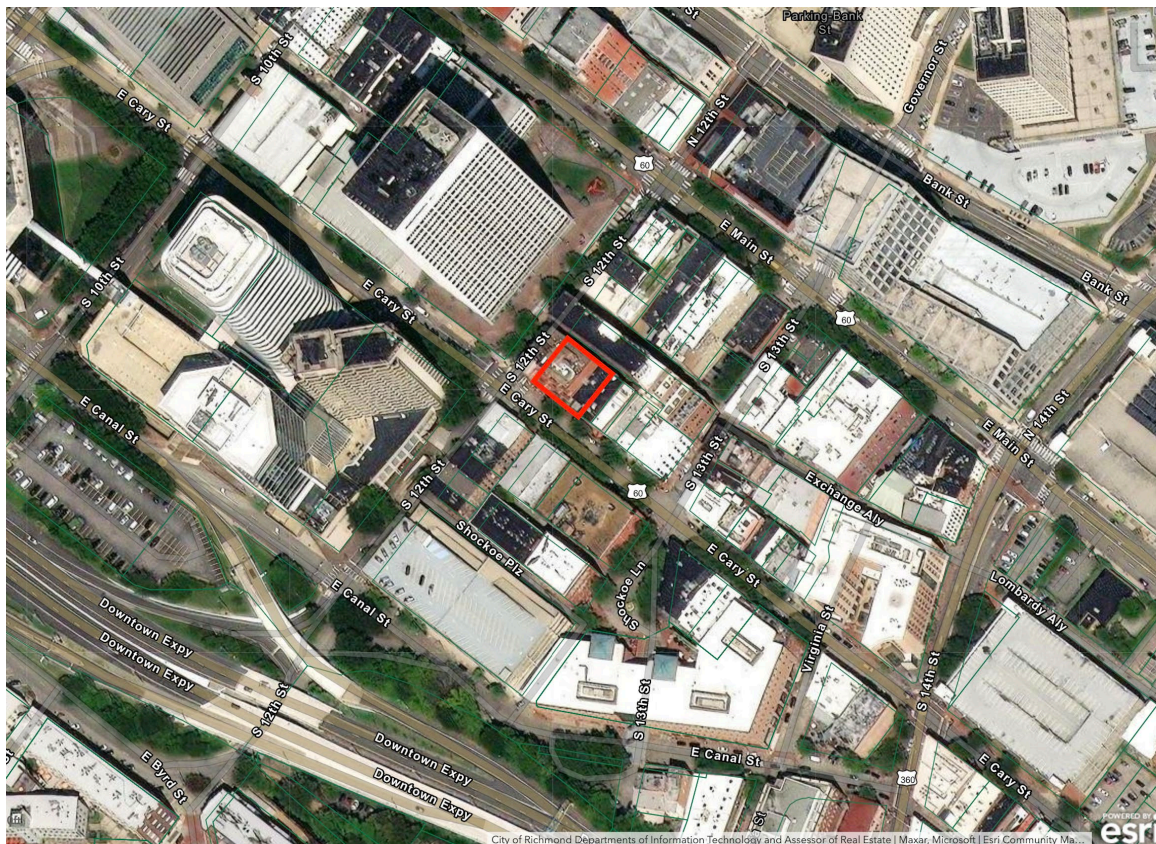
*Special Use Permit Request
1200 E Cary Street, Richmond, Virginia
Map Reference Number: E000-0820/024*

Submitted to:	City of Richmond Department of Planning and Development Review Land Use Administration 900 East Broad Street, Suite 511 Richmond, Virginia 23219
Submitted by:	Mark Baker Baker Development Resources 530 East Main Street, Suite 730 Richmond, VA 23219

The applicant is requesting an amendment to the existing special use permit (the “SUP”) for the property known as 1200 E Cary Street (the “Property”). The special use permit amendment (the “SUPA”) would authorize the installation of a new walk-up ATM in the retail space fronting E Cary Street. While the use of the retail space as a bank is permitted by the underlying B-5 Central Business District, the proposed walk-up ATM is not and therefore, the SUPA is required.

SITE DESCRIPTION AND EXISTING LAND USE

The Property is located at the corner of S 12th and E Cary Streets and is currently improved with the Berkeley Hotel which was authorized by Ordinance Number 86-81-83. The proposed bank use would occupy a former multipurpose room on the first floor of the Property, fronting E Cary Street. It is referenced by the City Assessor with a tax parcel number of E000-0820/024 and includes roughly 7,115 square feet of total lot area.



The Property lies within the Shockoe Slip neighborhood at the intersection of E Cary Street and S 12th Street. Properties in the area are primarily developed with a range of commercial uses, though mixed-use and apartment building can also be found.

EXISTING ZONING

The Property and the adjacent properties to the east are zoned B-5 Central Business, which permits the proposed bank use. Properties to the west, across S 12th Street are zoned B-4 Central Business District. The Property is also located within the Shockoe Slip City Old and Historic District.

MASTER PLAN DESIGNATION

The Richmond 300 Master Plan (the "Master Plan") designates the Property as "Downtown Mixed-Use". This future land use category is described as the "central business district of the Richmond region" and "features high-density development with office buildings, residential buildings, and a mix of complementary uses." It is further described as including "regional destinations in a highly-walkable urban environment" and recommends ground floor uses which engage and enliven the street. Retail and office uses are contemplated as primary uses.

The Property is also located within the Downtown Core National/Regional Priority Growth Node which is described as being "where the City is encouraging the most significant growth in population and development over the next 20 years."

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 86 (High Quality Places Chapter), Objective 3.1, to "support the growth of jobs and housing in Nodes by using placemaking, clustering community-serving facilities at nodes,"
 - b. Co-locate, consolidate, and modernize community-serving public facilities, and locate them in or near Nodes.
- 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

PURPOSE OF REQUEST

The SUP would permit the installation of a walk-up ATM along the E Cary Street frontage of the Property. The applicant is occupying the existing space with a bank, as permitted by the underlying zoning, however, as the walk-up ATM is not permitted, a SUP is required.

PROJECT DETAILS/DESIGN

The Property owner is proposing to upfit the existing commercial space, previously used as a multi-purpose room for the Berkeley Hotel, for a local bank. As part of this upfit, the tenant is proposing to install a walk-up ATM in one of the three existing door bays along the E Cary Street frontage. The ATMs location permits pedestrians to easily access the structure and would help to engage and enliven the street. The proposed ATM would utilize the westernmost window bay of the historic façade and replace the window with the ATM and require screening of the interior. No changes are proposed to the other windows or the structure of the building.

The proposed design would be compatible with the existing fabric of the block and would allow for the tenant to better utilize the building as a bank. The proposed design allows for the utilization of an existing building in the neighborhood while also addressing the pedestrian realm and increasing the functionality of the overall commercial use. The extremely minimal intrusion into the structure, with just the replacement of a pane of glass, protects the structure while allowing for a simple replacement should another tenant occupy the building in the future.

Findings of Fact

The following are factors included 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 SUP will not impact the safety, health, morals and general welfare of the nearby neighborhoods. The proposed site improvements and density are consistent with the existing development in the vicinity. This request would simply permit the efficient utilization of the Property by allowing for new development to occur in a manner that is both of quality as well as consistent with the existing use of the Property.

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

The proposed SUP will not result in significant traffic impacts to nearby residential neighborhoods as the proposed ATM will only be accessible on foot.

- ***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 SUP will not tend to overcrowd the land or create an undue concentration of population.

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

The SUP 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 installation of a walk-up ATM on the Property. The SUP represents an ideal use of an existing building in a manner which would enhance the pedestrian realm as supported by the Richmond 300 plan. In exchange for the SUP, the quality assurances conditioned therein, and the requirement for approval by the City's Commission of Architectural Review Board, would guarantee the construction a quality product which is consistent with the existing uses found in the area and the current Master Plan guidance.

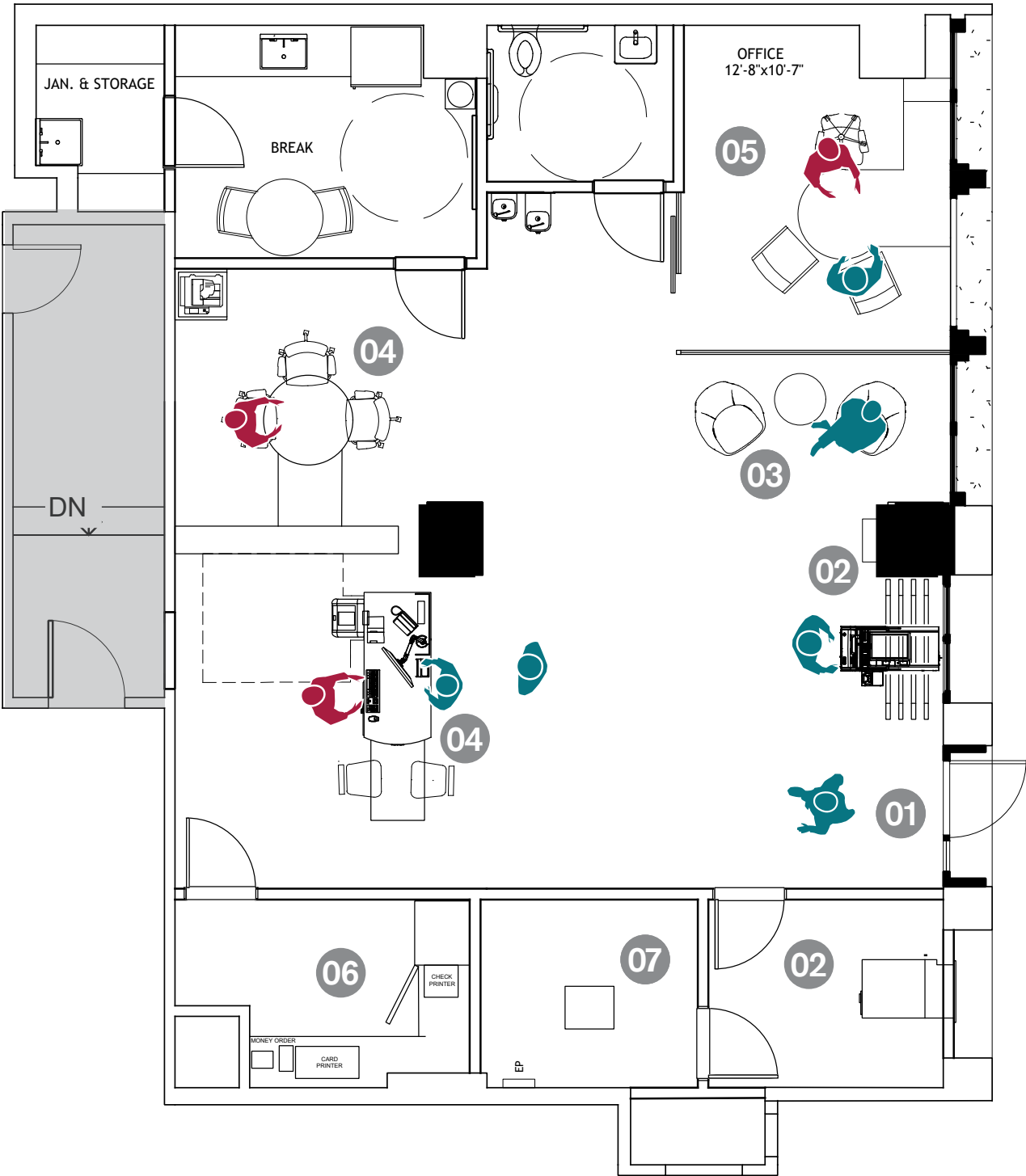
Schematic Plan: Future Interior & Exterior ATM+

- 01 Entry
- 02 ATM+
- 03 Opt-In Seating
- 04 Dialogue Station
- 05 Office
- 06 Work Room
- 07 IT

SCALE PEOPLE KEY

 Staff

 Consumer



Exterior View: Interior & Exterior ATM+

