



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: 1210 Westover Hills Blvd. Richmond Date: June 24, 2023
 Parcel I.D. #: S0060343025 Fee: \$ 2400
 Total area of affected site in acres: 26902.15

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

Zoning

Current Zoning: B-2

Richmond 300 Land Use Designation: Comm-mu (Community Mixed Use)

Proposed Use

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

Vocational (Beauty) School-Training. 5-7 employees.
 Existing Use: vacant commercial building. was a church.

Is this property subject to any previous land use cases?

Yes No If Yes, please list the Ordinance Number: _____

Applicant/Contact Person: Stephanie J. Smith
 Company: LB Beauty Academy
 Mailing Address: 3412 Rosewood Ave.
 City: Richmond State: VA Zip Code: 23221
 Telephone: (804) 305-0550 Fax: _____
 Email: lbbeautyacademy@gmail.com

Property Owner: Oxbridge Properties LLC Marion Cabell Chesnell - owners
 If Business Entity, name and title of authorized signee: Marion Chesnell

(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: 1600 Westbrook Ave #216
 City: Richmond State: VA Zip Code: 23227
 Telephone: (804) 516-5942 Fax: _____
 Email: marion.chesnellt@hotmail.com

Property Owner Signature: Marion Chesnell

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

Stephanie J. Smith
Owner/Director – LB Beauty Academy
June 24, 2023

RE: 1210 Westover Hills Blvd

I am seeking assistance in receiving a Special Use Permit. The request is being asked because of the ordinance; Sec. 30-436.1

(30)Professional, business and vocational schools when located above the ground floor of buildings, and provided that no heavy machinery, welding equipment or internal combustion engine shall be used in conjunction therewith;

LB Beauty Academy is a vocational school, which has approximately 7 employees and approximately 30 students between the day and evening classes.


LB Beauty Academy, the vocational school, would be an asset to the community, where we accept our veterans and their families, and we are vendors with Richmond City Social Services. We are also, active in the community.

Having said that, a vocational school that is unable to be on a ground level facility would be quite difficult to service, those with special needs and/or those that are handicap. Also, this would not be within the regulations of the State Department of Professional and Occupational Regulation. The property, 1210 Westover Hills Blvd, is already handicap accessible, but with ordinance Sec. 30-436.1 hinders LB Beauty Academy to operate.

LB Beauty Academy, Inc. was established in 2000 and is now located in Scott's Addition. LB Beauty Academy does not cause any harm to its students nor neighboring businesses and/or homes. It would not adversely affect or interfere with private schools, public schools, parks and/or playgrounds. I would like to think that we would be able to work together in the community.

I would appreciate your approval of the Special Use Permit for 1210 Westover Hills Blvd.

Respectfully submitted,


Stephanie J. Smith

June 7, 2023

Re: 1210 Westover Hills Blvd

Koren Lew
Forest View Civic Association

To Whom It May Concern:

I am writing in regards to property 1210 Westover Hills Blvd.

My name is Stephanie Smith, and I am the owner of LB Beauty Academy, Inc. established in 2000. This is a vocational Academy that teaches and/or assist young adults who are not attending college, middle age adults who seek to change professions, veterans and their families; and we are a vendor for social services in Richmond City.

For the past 20 years, we are/were located in the Scott's Addition area. So we have seen the transformation and building up of that area. The Academy has grown over the years where we are in need of a larger space and access to parking. I found the ideal property, 1210 Westover Hills Blvd; a larger space, ample amount of parking and is the correct zone (B2).

So I have signed the lease, started renovations on the building and while that is in the process, I started to transfer the Academy's business license with the City. On May 31, 2023, I received an email from a planning associate in the zoning department of Richmond City, stating that my permit has been denied for the following ordinance:

Sec 30-436.1

(30) Professional, business and vocational schools when located above the ground floor of buildings, and provided no heavy machinery, welding equipment or internal combustion engine shall be used in conjunction therewith;

As I followed up with the associate, I was told to apply for a 'Special Use Permit', which will allow the Academy to operate at a building that is ground level.

This is the reason for my letter. I would like to continue the process of applying for a 'Special Use Permit'. Being licensed by the State of Virginia, to hold a vocational school, it must be handicap accessible. So not being on ground level may cause some difficulties.

I am requesting your assistance to update the ordinance (Sec. 30-436.1) for property (1210 Westover Hills Blvd), which is already accessible to those with disabilities. If you could be so kind to write a letter stating your position in regards to the request. Forward the letter to myself, so I may submit with my application.

Email: lbbeautyacademy@gmail.com Mailing Address: 3114 W. Marshall Street – Richmond 23230

Thanking you in advance,
Stephanie J. Smith



LB Beauty Academy <lbbeautyacademy@gmail.com>

Need Assistance - Special Use Permit

5 messages

LB Beauty Academy <lbbeautyacademy@gmail.com>
To: timmy.siverd@rva.gov

Wed, Jun 7, 2023 at 8:19 PM

Please see attached.

Thank you in advance.
Stephanie J. Smith--
LB Beauty Academy
3114 W. Marshall Street
Suite A
Richmond, VA 23230
804-249-6200 **Ltr to TSiverd.docx**
13K**Siverd, Jr, Timmy M. - City Council** <Timmy.Siverd@rva.gov>
To: LB Beauty Academy <lbbeautyacademy@gmail.com>

Thu, Jun 8, 2023 at 8:20 AM

Good morning, Stephanie!

Thank you so much for reaching out! I'm so happy to hear you're interested in moving your business to the 4th District and I'd be happy to see what I can do to help.

Did the letter come from a specific Planning Department staff member? When possible, I like to connect directly with the staff member who has been working on it so I can learn as much as possible about the specific project and make sure I'm guiding the applicant appropriately.

I look forward to working with you on this!

Sincerely,

Timmy

Timmy SiverdLiaison for The Honorable Kristen M. Nye
Vice President, Richmond City Council
Councilmember, Richmond Southwest 4th Voter District
900 E. Broad St., Suite 305
Richmond, VA 23219
Office: 804-646-5646
Mobile: 804-767-0841



LB Beauty Academy <lbbeautyacademy@gmail.com>

Need Assistance - Special Use Permit

8 messages

LB Beauty Academy <lbbeautyacademy@gmail.com>
To: "korenalew@gmail.com" <korenalew@gmail.com>

Wed, Jun 7, 2023 at 8:21 PM

Please see attached.

Thank you in advance for your help.

Stephanie J. Smith

—
LB Beauty Academy
3114 W. Marshall Street
Suite A
Richmond, VA 23230
804-249-6200

 **Ltr to KLeW.docx**
13K

LB Beauty Academy <lbbeautyacademy@gmail.com>
To: "korenalew@gmail.com" <korenalew@gmail.com>

Wed, Jun 14, 2023 at 8:32 PM

Good Evening,

Following up. I do hope that you are able to assist with the 'Special Use Permit'.

Thanking you in advance for your assistance,
Stephanie Smith
[Quoted text hidden]

Koren Lewis <korenalew@gmail.com>
To: LB Beauty Academy <lbbeautyacademy@gmail.com>

Wed, Jun 14, 2023 at 9:39 PM

Hey there--

I am so sorry I didn't respond, I honestly don't know that I saw the first email.

First off, thanks so much for reaching out. I love this success you have had, and that you got into Scott's Addition 20 years ago- Cheers TO YOU! You made a brilliant decision. Scott's Addition is cool and all, but truth is, you are coming to the finest part of the city crossing the river and riding up Westover Hills Blvd!! :) I am 100% partial, but I know you are going to love that location!

The Forest View Neighborhood Association is a very small group of neighbors that are trying to assure we keep a connection with the city and our representatives so our voice is heard for what happens to the infrastructure that surrounds us. We like to say we want it to be the best kept secret in the southside! We want a green community that is walkable and accessible to all. We also love to support local businesses and it sounds like your academy is absolutely the type of business we want to support and also a super opportunity that would benefit this community.

I am sorta-retired from the President role of the Forest View Neighborhood Association, but there is also not a new President in place yet so I am still happy to write a letter on behalf of our association for you. Can you tell me who the letter gets addressed to at the City- is it a zoning person? Or am I writing to Councilwoman Kristen Nye?

LB BEAUTY ACADEMY

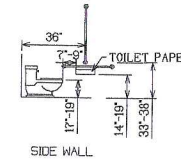
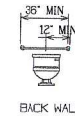
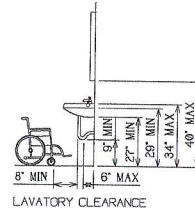
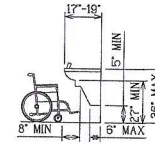
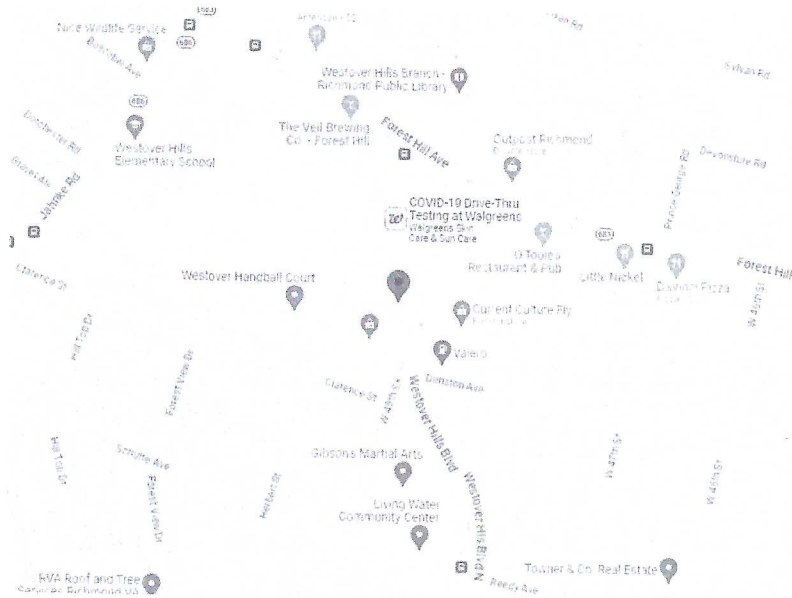
PLANS DRAWN BY BRAD PRICE
 NETCAD DRAFTING, INC.
 563 RIVERVIEW DR.
 COLONIAL HEIGHTS, VA 23054

IBC 2012 CODE EDITION
 LB BEAUTY ACADEMY
 1210 WESTOVER HILLS BLVD
 RICHMOND, VA

NON SPRINKLERED
 NET EXISTING SQUARE FOOTAGE 3212 (UNCHANGED)
 OCCUPANCY CLASS E (CHANGED FROM A-3)
 OCCUPANT LOAD CLASSROOMS 20 NET 100 NET ALL OTHER AREAS
 OCCUPANT LOAD 49 USING SIGN SO CLASS B AS PER CODE
 CONSTRUCTION TYPE III-B
 PLUMBING REQUIREMENTS
 WATER CLOSETS 1 MEN (UNCHANGED) 2 WOMEN (UNCHANGED) 1 ADA (UNCHANGED)
 LAVATORIES 1 MEN 1 WOMEN (UNCHANGED) 1 ADA (UNCHANGED)
 SERVICE SINK ONE (EXISTING)

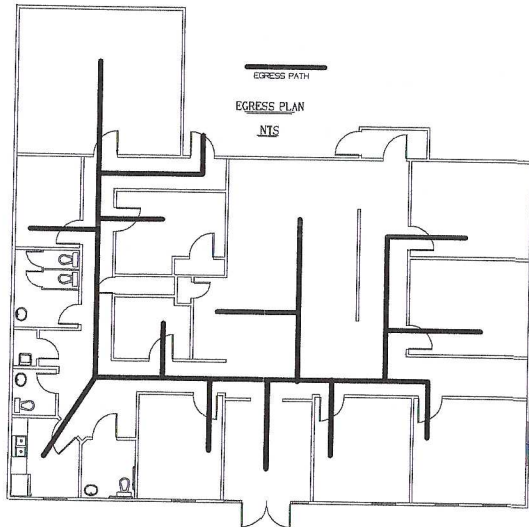
SCOPE OF WORK
 NO STRUCTURAL CHANGES TO EXISTING BUILDING
 NO MECHANICAL CHANGES TO EXISTING BUILDING
 EXISTING LIGHTING TO REMAIN (CEILING FLORESCENT 48")
 ADDITION OUTLETS & LIGHTS AS PER NEC 2018
 NO SUSPENDED CEILING TO BE ADDED
 BATHROOMS UNCHANGED EXCEPT BAR ADDITION AS SHOWN

THE VIRGINIA LEGISLATURE INCORPORATED "TITLE 28 CODE OF FEDERAL REGULATIONS, PART 36 - NONDISCRIMINATION ON THE BASIS OF DISABILITY BY PUBLIC ACCOMMODATIONS AND IN COMMERCIAL FACILITIES; SUBPART A - GENERAL PARAGRAPH 36.102 DEFINITIONS AND SUBPART D - NEW CONSTRUCTION AND ALTERATIONS; 36 F. R. 35593-35594 & 35599-35602 (JULY 26 1991) INTO THE VIRGINIA UNIFORM STATEWIDE BUILDING CODE.

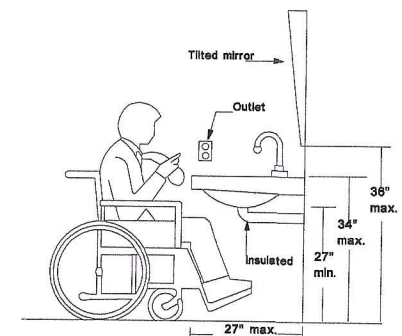
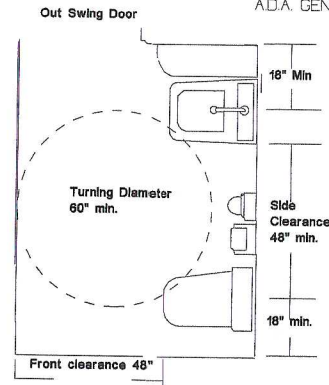


GRAB BARS @ WATER CLOSETS

NEW DOOR SCHEDULE
 ALL NEW= 36" 6 PANEL INTERIOR DOOR w/ ADA HARDWARE



ADA GENERAL NOTES

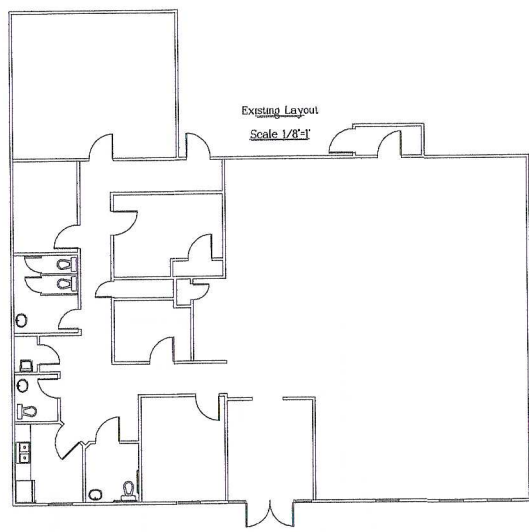
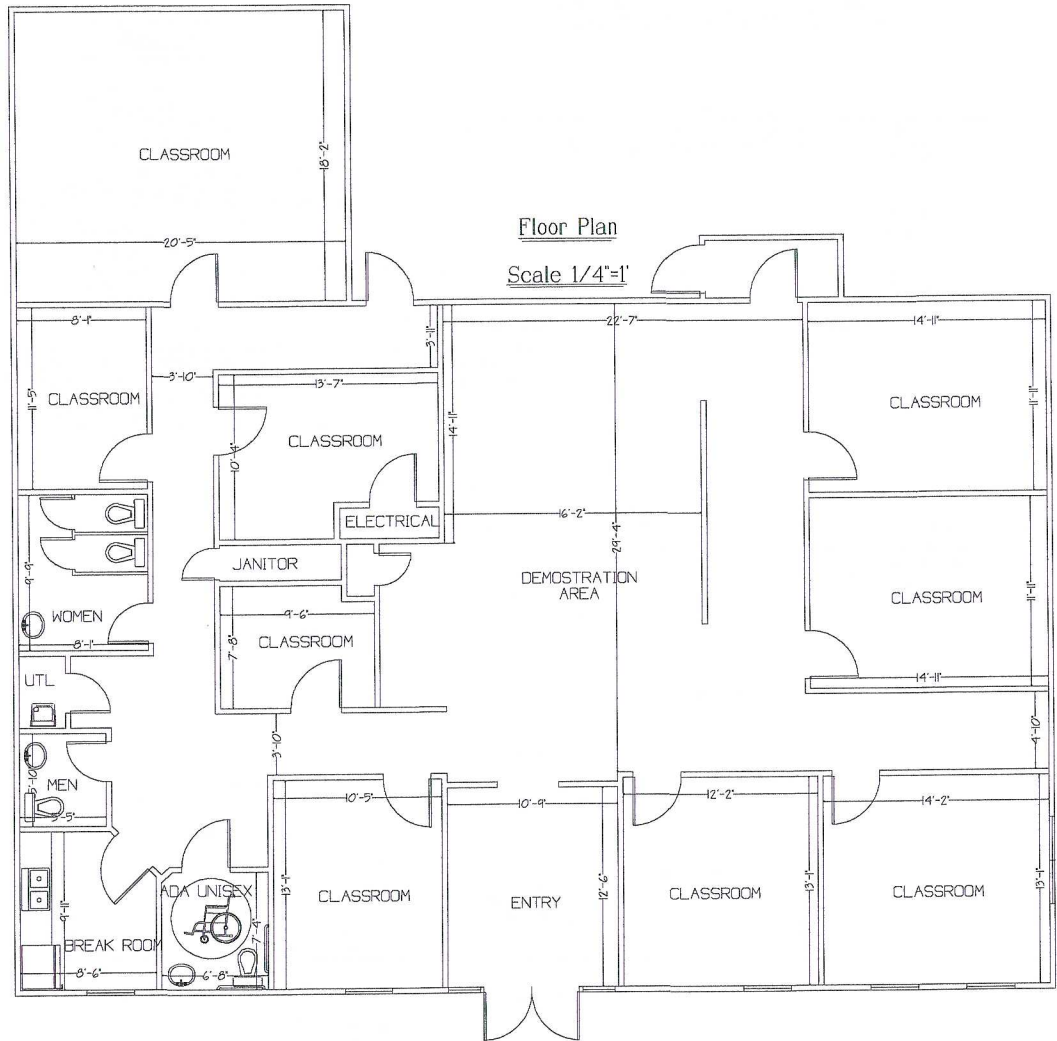


BARRIER FREE DESIGN

THIS PLAN WAS DESIGNED FOR
1210 WESTOVER HILLS BLVD

THIS PLAN DESIGNED BY
NetCadDrafting
 504-640-0791
 www.netcadrafdrafting.com

| | | |
|-------------|---|---|
| BUILD-OUT | DATE OF PLANS | 1 |
| COVER SHEET | 6/22/23 PLANS DRAWN BY BRAD PRICE | |



THIS PLAN WAS DESIGNED FOR
1210 WESTOVER HILLS BLVD

THIS PLAN DESIGNED BY
NetCadDrafting
 804-640-0791
 www.netcadrafting.com

BUILD-OUT
 FLOOR PLAN

DATE OF PLANS
 6/22/23
 PLANS DRAWN BY
 BRAD PRICE

2

EXIT LITED EXIT SIGN

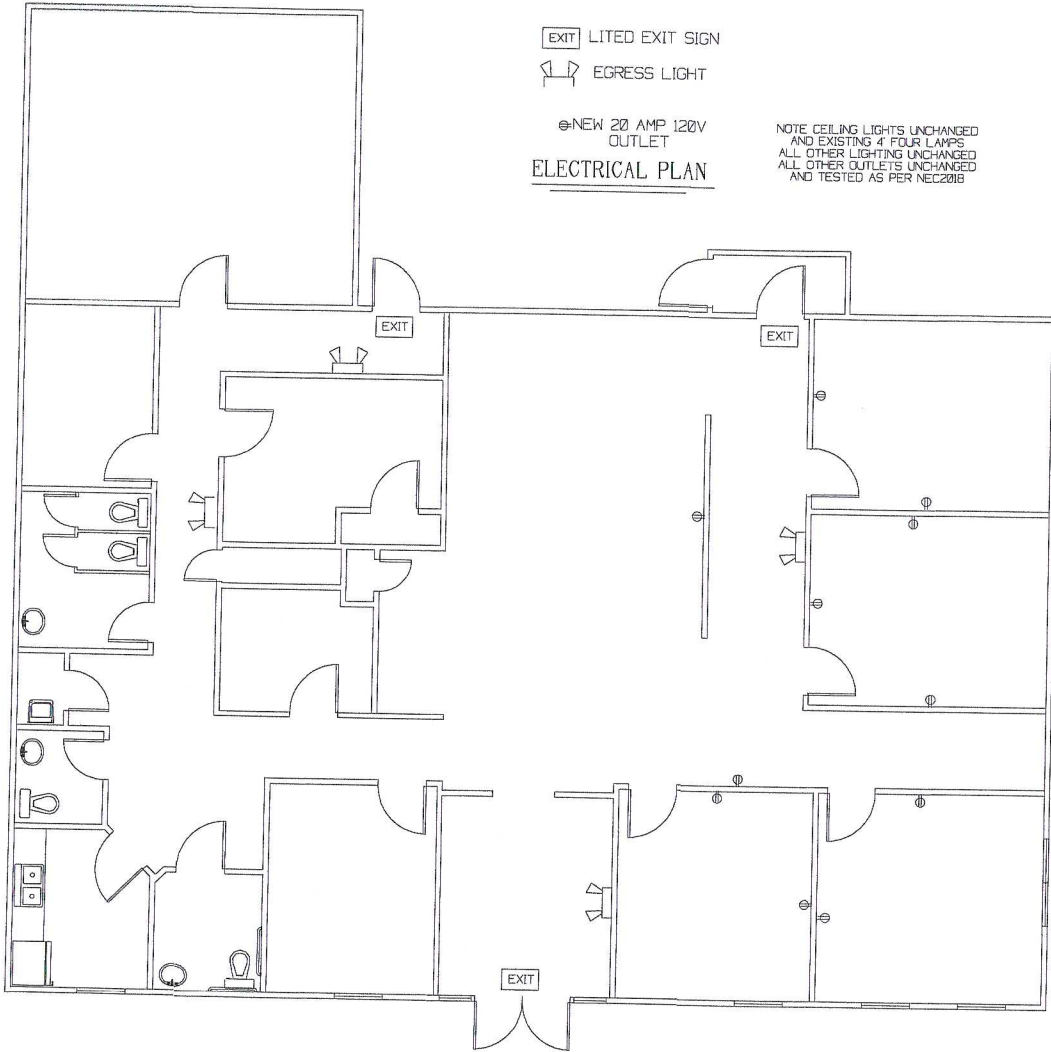
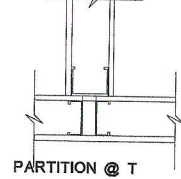
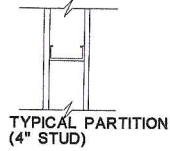
EGRESS LIGHT

NEW 20 AMP 120V
OUTLET

ELECTRICAL PLAN

NOTE CEILING LIGHTS UNCHANGED
AND EXISTING 4 FOUR LAMPS
ALL OTHER LIGHTING UNCHANGED
ALL OTHER OUTLETS UNCHANGED
AND TESTED AS PER NEC2018

NOTE: NEW PARTITIONS ARE TO BE 1/2" DRYWALL
OVER METAL STUDS 16" OC NO FIRE REQUIREMENT



ELECTRICAL NOTES:

1. WORK TO BE PERFORMED AS PER IBC 2018 & NEC
2. Total Computed Load 17558 Volt-Amps Computed Amperage 17558 divided by 240 = 72Amps
3. Total Neutral Load = 8859VA Total Neutral Amperage = 37Amps

PANEL SCHEDULE

| LOCATION | LOAD | WIRE | BREAKER | BREAKER | WIRE | LOAD | LOCATION |
|----------|--------------|------|---------|---------|------|--------------|----------|
| 1 | LIGHTS | 12 | 20A | | | | 2 |
| 3 | LIGHTS | 12 | 20A | 40A | 8 | HVAC | 4 |
| 5 | LIGHTS | 12 | 20A | | | | 6 |
| 7 | RECEPTACLE | 12 | 20A | 40A | 8 | HVAC | 8 |
| 9 | BATHROOM REC | 12 | 20A | | | | 10 |
| 11 | RECEPTACLE | 12 | 20A | 30A | 10 | OUTSIDE UNIT | 12 |
| 13 | RECEPTACLE | 12 | 20A | | | | 14 |
| 15 | RECEPTACLE | 12 | 20A | 20A | 12 | NEW OUTLET | 16 |
| 17 | | | | 20A | 12 | NEW OUTLET | 18 |
| 19 | | | | 20A | 12 | NEW OUTLET | 20 |
| 21 | OUTSIDE UNIT | 10 | 30A | | | | 22 |
| 23 | | 10 | 30A | | | | 24 |
| 25 | HVAC | 8 | 40A | | | | 26 |
| 27 | | | | | | | 28 |
| 29 | HVAC | 8 | 40A | | | | 30 |
| 31 | | | | | | | 32 |
| 33 | SPARE | | | | | | 34 |
| 35 | SPARE | | | | | | 36 |
| 37 | SPARE | | | | | | 38 |
| 39 | SPARE | | | | | | 40 |
| 41 | SPARE | | | | | | 42 |

ALL OTHER CIRCUITS EXISTING AND UNCHANGED

THIS PLAN WAS DESIGNED FOR

1210 WESTOVER HILLS BLVD

THIS PLAN DESIGNED BY

NetCadDrafting

804-640-0791
www.netcadra.com

BUILD-OUT

ELECTRICAL

DATE OF PLANS

6/22/23

PLANS DRAWN BY
BRAD PRICE

3

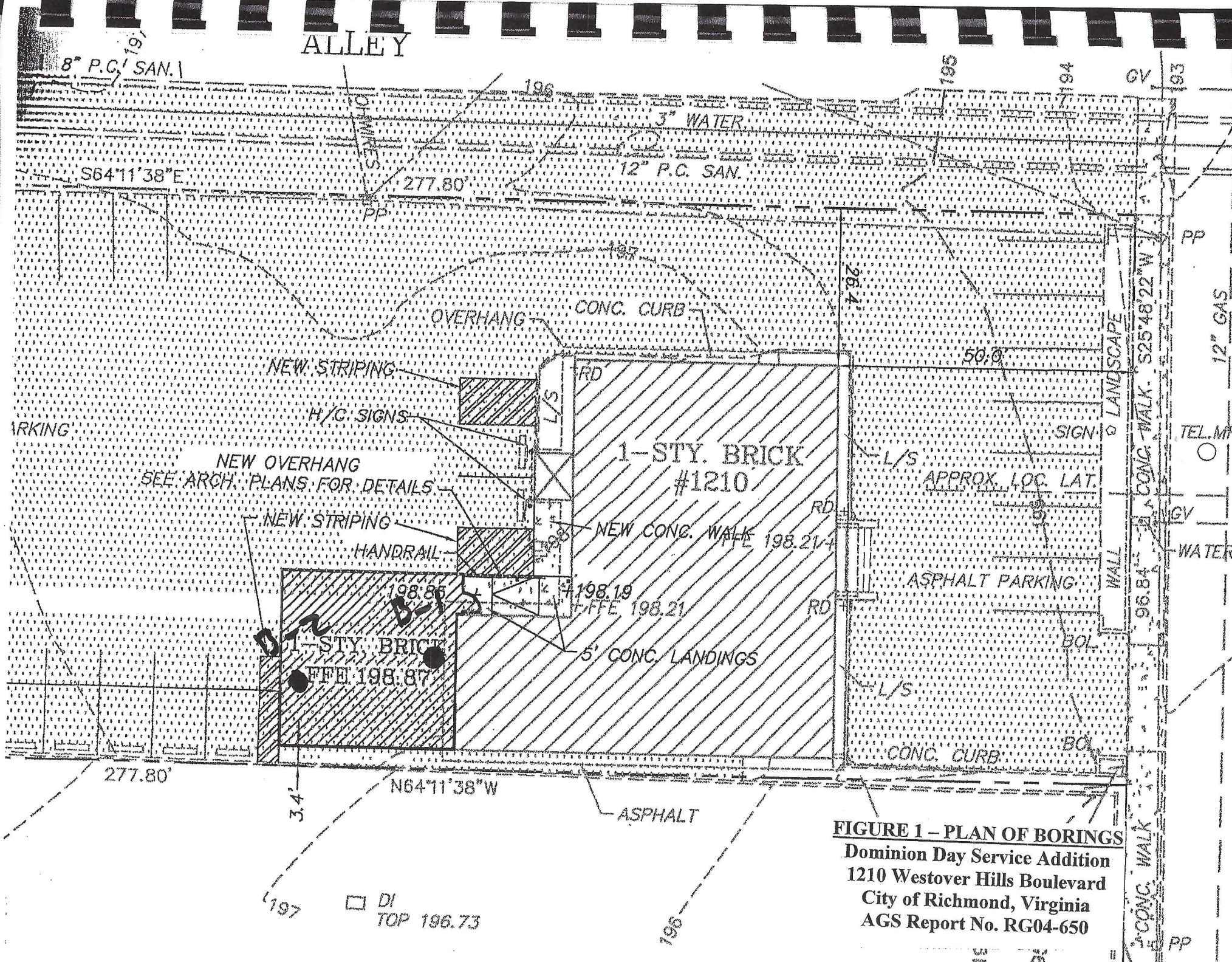


FIGURE 1 – PLAN OF BORINGS
Dominion Day Service Addition
1210 Westover Hills Boulevard
City of Richmond, Virginia
AGS Report No. RG04-650

□ DI
 TOP 196.73

(197)

196

195

194

PP

GV

WATER

CONC. WALK

96.84

WALL

BOL

ASPHALT PARKING

L/S

APPROX. LOC. LAT.

SIGN

RD

NEW CONC. WALK

198.21

RD

198.19

RD

5' CONC. LANDINGS

HANDRAIL

NEW STRIPING

SEE ARCH. PLANS FOR DETAILS

NEW OVERHANG

H/C SIGNS

NEW STRIPING

OVERHANG

CONC. CURB

RD

12" P.C. SAN.

3" WATER

196

195

194

GV

193

PP

12" GAS

TEL. MT

CONC. WALK

25' 48" 22" W

96.84

LANDSCAPE

50.0

RD

26.4

RD

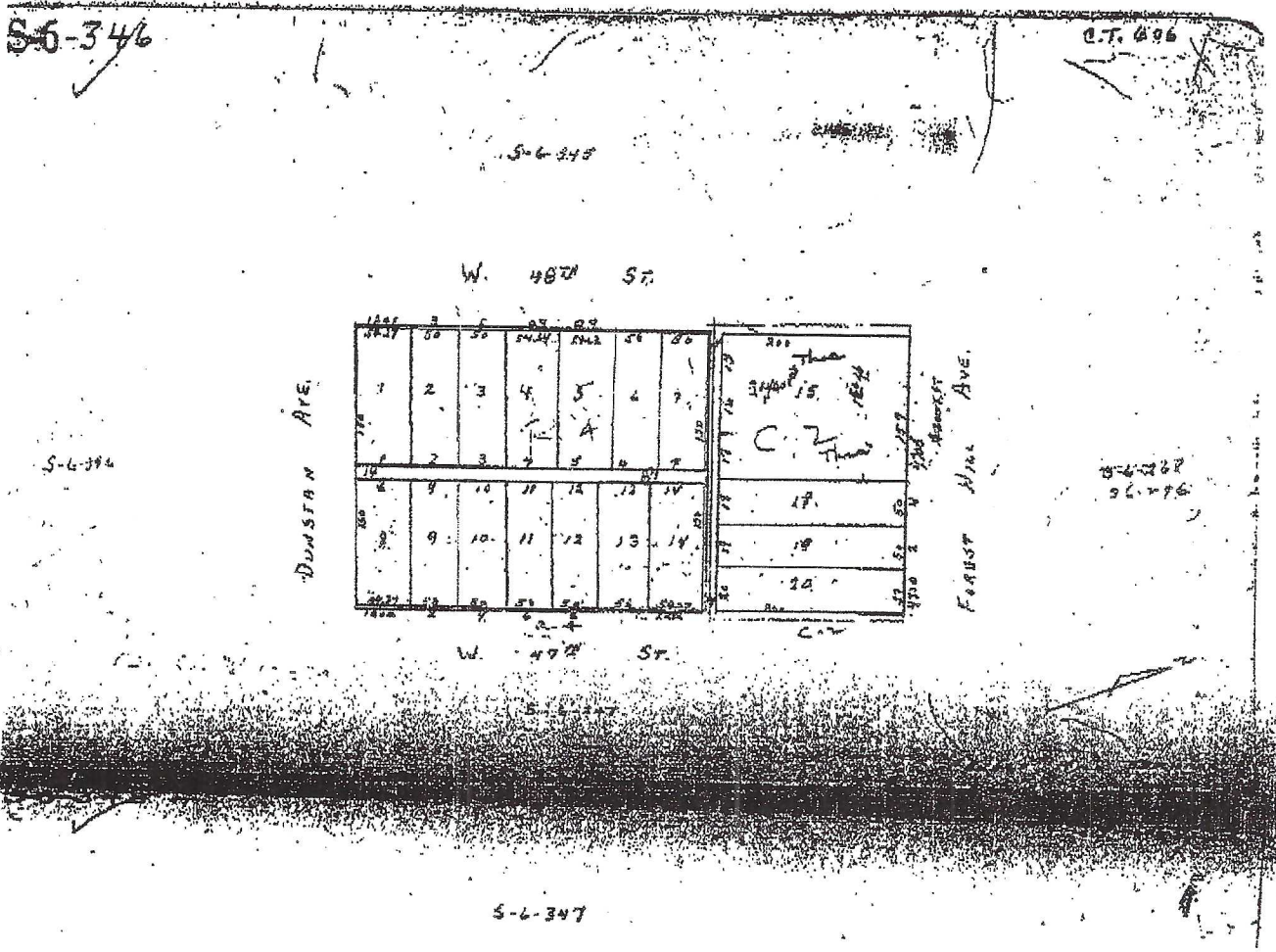
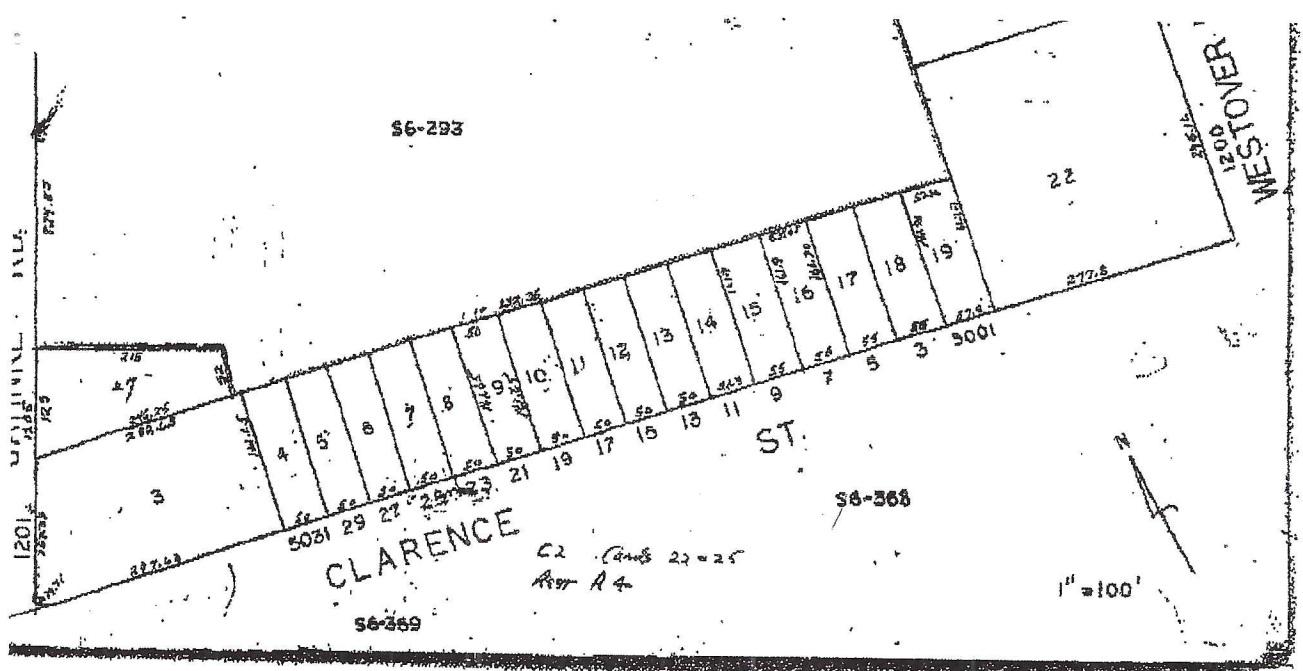
277.80

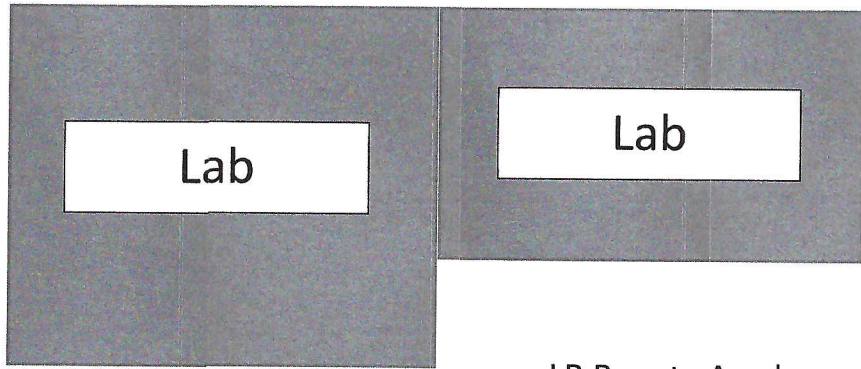
S64°11'38"E

8" P.C. SAN.

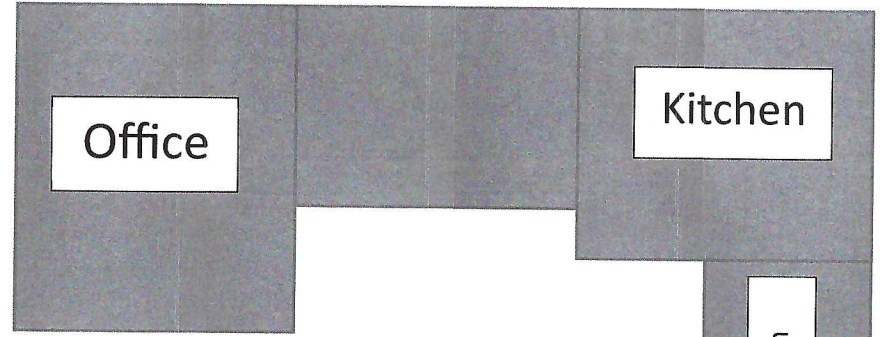
191

ALLEY

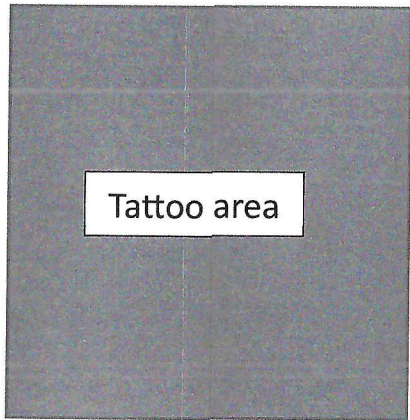




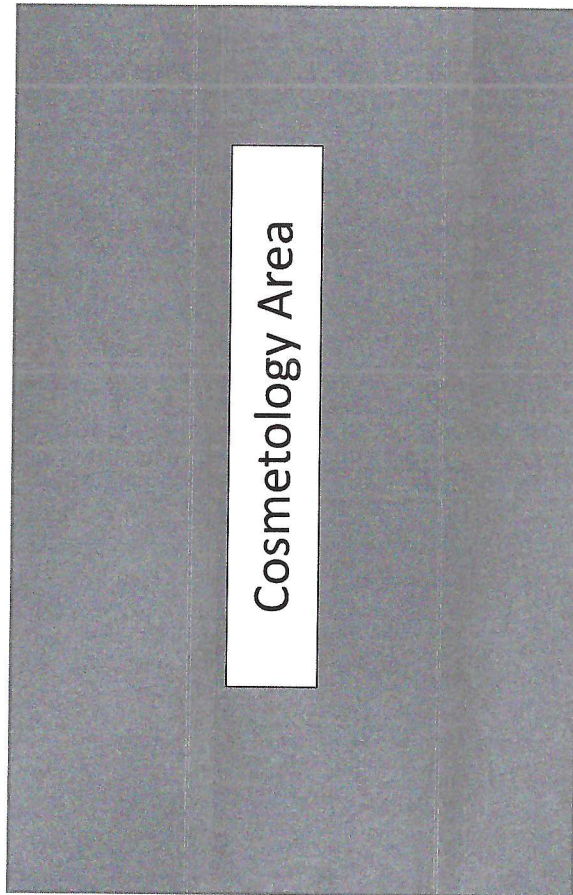
Door



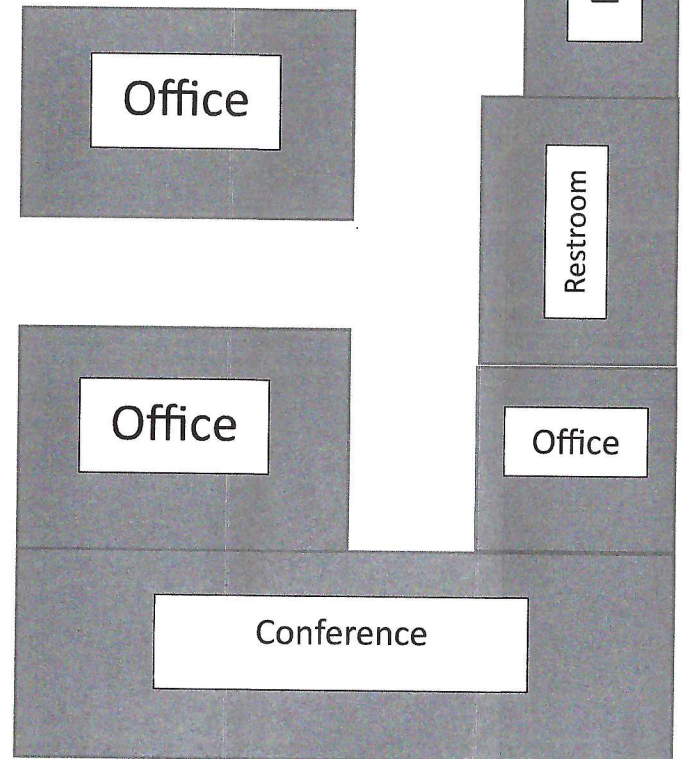
LB Beauty Academy
 Floor Plan
 1210 Westover Hills Blvd
 Richmond, VA 23225



Door



Door





City of Richmond Department of Planning & Development Review

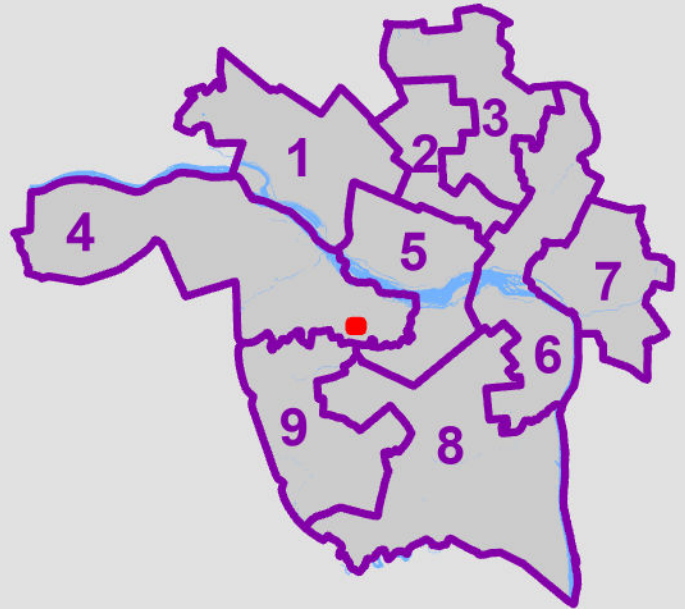
Special Use Permit

LOCATION: 1210 Westover Hills Blvd.

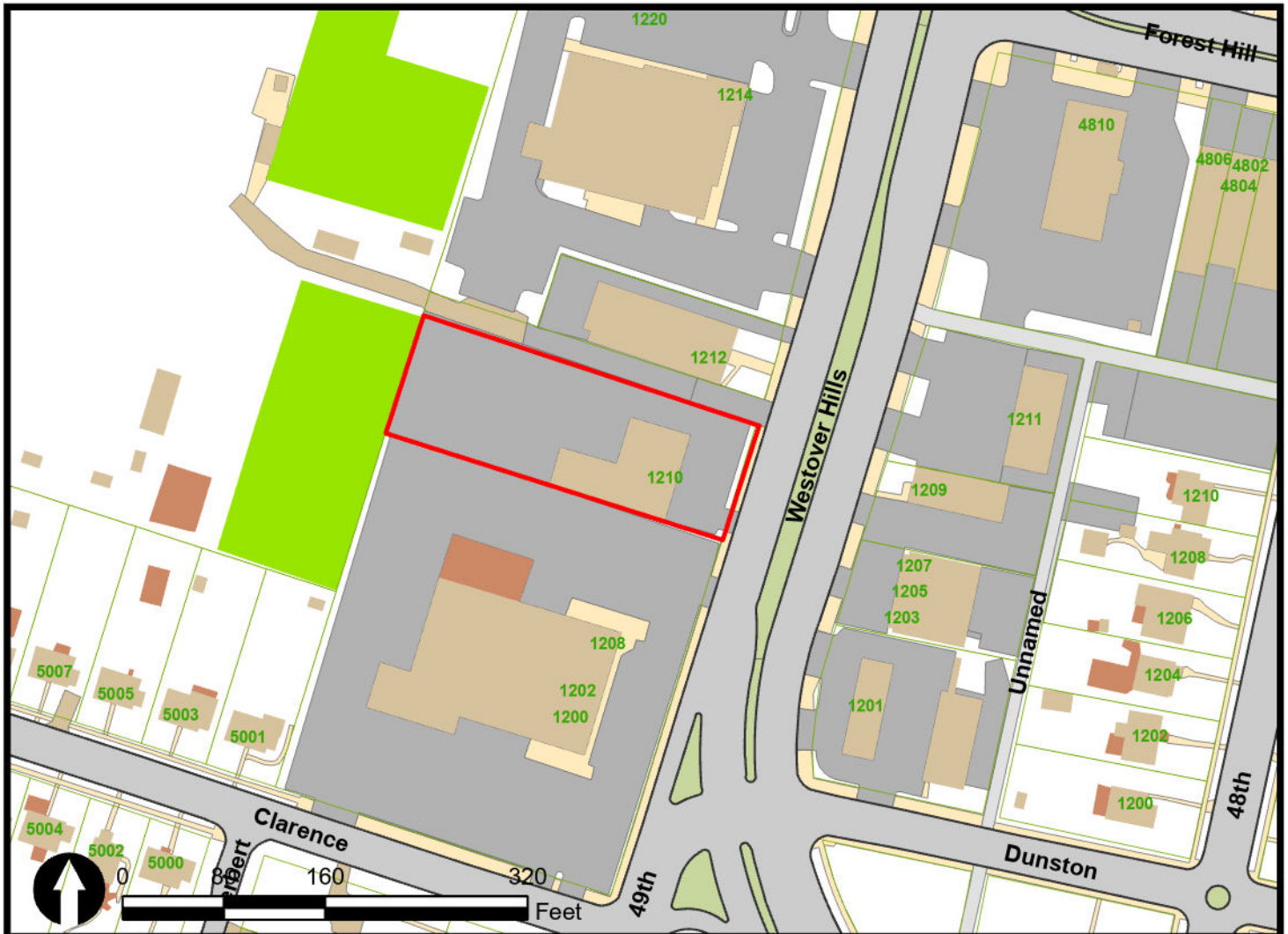
APPLICANT: LB Beauty Academy

COUNCIL DISTRICT: 4

PROPOSAL: To authorize the special use of the property known as 5204 Campbell Avenue for the purpose of two single-family detached dwellings, upon certain terms and conditions.



*For questions, please contact Matthew Ebinger
at 804-646-5789 or matthew.ebinger@rva.gov*



Dealaman, James D. - PDR

From: Koren Lewis <korenalew@gmail.com>
Sent: Tuesday, July 18, 2023 12:40 PM
To: Dealaman, James D. - PDR
Cc: Siverd, Jr, Timmy M. - City Council; LB Beauty Academy
Subject: Re: Civic Notice - Special Use Permit (SUP) Application Received - 1210 Westover Hills Blvd
Attachments: image002.png
Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This message is from an external sender - Do not open attachments or click links unless you recognize the sender's address and know the content is safe.

We are in support of this special request. What can we do to help push it forward faster?

On Tue, Jul 18, 2023, 11:34 AM Dealaman, James D. - PDR <James.Dealaman@rva.gov> wrote:

July 18, 2023

Forest View Civic Association

c/o Koren Lew & Laura Posthumus

Richmond, VA 23225

RE: Special Use (New)

1210 Westover Hills Blvd

Richmond, VA 23225

S0060343025

SUP-132933-2023

Dear Forest View Civic Association,

We have received a Special Use Permit application for the above referenced property, which is located in a B-2 Community Business District. The applicant has requested a permit which would authorize a vocational school use. The proposed use is not permitted on the ground floor of buildings, and a Special Use Permit is therefore required.

Please find enclosed a copy of the Applicant's Report for your review. The petitioner should contact you regarding this proposal, if they have not done so already. The petitioner is:

LB Beauty Academy

c/o Stephanie Small

3412 Rosewood Ave.

Richmond, VA 23221

lbbeautyacademy@gmail.com

804-305-0550

If you have any questions about this proposal or about the Special Use permit process, please do not hesitate to contact me at 804-646-0455 or James.Dealaman@rva.gov.

Sincerely,

James Dealaman

Planner Associate

Attached: Application Packet

cc: Stephanie Small



Jimmy Dealaman | Planner Associate

804-646-0455

james.dealaman@rva.gov

rva.gov/planning-development-review

[900 E. Broad St., Room 511, Richmond, Va. 23219-1907](#)

How am I doing? Please contact my supervisor matthew.ebinger@rva.gov

Dealaman, James D. - PDR

From: Laura Posthumus <posthumus.lg@gmail.com>
Sent: Wednesday, July 19, 2023 11:53 AM
To: Dealaman, James D. - PDR
Cc: Siverd, Jr, Timmy M. - City Council; lbbeautyacademy@gmail.com
Subject: Re: Civic Notice - Special Use Permit (SUP) Application Received - 1210 Westover Hills Blvd
Attachments: image002.png

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This message is from an external sender - Do not open attachments or click links unless you recognize the sender's address and know the content is safe.

I approve this request. This school would engage people in the community in a positive and perpetual way. I'm happy the applicant has chosen our neighborhood for her school.

Best regards,
Laura Posthumus

On Tue, Jul 18, 2023, 11:34 AM Dealaman, James D. - PDR <James.Dealaman@rva.gov> wrote:

July 18, 2023

Forest View Civic Association
c/o Koren Lew & Laura Posthumus
Richmond, VA 23225

RE: Special Use (New)
1210 Westover Hills Blvd
Richmond, VA 23225
S0060343025
SUP-132933-2023

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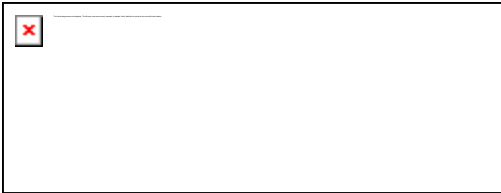
Sincerely,

James Dealaman

Planner Associate

Attached: Application Packet

cc: Stephanie Small



Jimmy Dealaman | Planner Associate

804-646-0455

james.dealaman@rva.gov

rva.gov/planning-development-review

[900 E. Broad St., Room 511, Richmond, Va. 23219-1907](#)

How am I doing? Please contact my supervisor matthew.ebinger@rva.gov