



October 10, 2025

The Garden Club of Virginia 12 East Franklin Street Richmond, VA 23219

Nelson Byrd Woltz Landscape Architects 310 East Market Street Charlottesville, VA 22902

To Whom It May Concern:

RE: BZA 40-2025

You are hereby notified that the Board of Zoning Appeals will hold a public hearing on **Wednesday, November 5, 2025** at **1:00 PM** in the 5th Floor Conference Room, City Hall, 900 E. Broad Street to consider an application for a sign permit to erect a new freestanding sign at 12 EAST FRANKLIN STREET (Tax Parcel Number W000-0083/013), located in an RO-3 (Residential-Office) District. This meeting will be open to in-person participation with a virtual option. The public will have the option to provide their comments by teleconference/videoconference via Microsoft Teams, or in writing via email as indicated below.

Please be advised that the applicant or applicant's representative is required to participate in the subject public hearing either by teleconference/videoconference or in person. For teleconference participation call 804-316-9457 and entering code 487 311 878#. video access by computer, smart phone or https://richmondva.legistar.com/Calendar.aspx. Select the Board of Zoning Appeals dropdown and 2025 drop-down, click meeting details for November 5, 2025 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 Chuck.Davidson@rva.gov for assistance. 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 40-2025 Page 2 October 10, 2025

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,

Roy W. Benbow, Secretary Phone: (804) 240-2124

E-mail: Roy.Benbow@rva.gov

Zoj w. Lanteer

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.

109 East Grace Street Llc 121 Libbie Ave Richmond, VA 23226 111 Foushee Llc 105 Downing Pl Apex, NC 27502 115 N Foushee Richmond (uslcf I) Llc 1055 Westlakes Dr #300 Berwyn, PA 19312

3s Company Llc 2711 Buford Rd Box 188 N Chesterfield, VA 23235 7 East Franklin Street Llc 412 W Franklin St Richmond, VA 23220 Artprop Llc C/o Monroe Properties 116 E Franklin St Richmond, VA 23219

Castle Street Realty Llc 2202 E Grace St Richmond, VA 23223 City Of Richmond 900 E Broad St Richmond, VA 23219

Conifer Investments Llc 10 E Franklin St Richmond, VA 23219

Dickson Rentals Llc 2826 Monument Ave #1 Richmond, VA 23221 First And Franklin Llc Po Box 707 Centerville, VA 20122 Franklin Ventures L L C C/o J.r. Tashjian 243 Daniels Road Richmond, VA 23238

Grace & First Llc 116 E Franklin St Richmond, VA 23219 Kinsington Properties Llc 1724 Cloister Dr Henrico, VA 23238 S S R Management Llc 5 E Franklin Street Richmond, VA 23219

Shiloh Development Richmond Llc 105 E Grace St Richmond, VA 23220 Strother Group Llc 15 E Franklin St Richmond, VA 23219 Virginia Municipal League P.o. Box 12164 Richmond, VA 23241

Young Mens Christian Assn Of Metropolitan Richmond 2 W Franklin St Richmond, VA 23220 PIN: W0000083013 PID: 51700

As of: 10/9/2025 9:30:40 PM

City of Richmond, VA Report

Property Owner

Name: GARDEN CLUB OF VIRGINIA

Mailing Address: 12 E FRANKLIN ST

RICHMOND, VA 2321900000

Parcel Use: B Community Ctr / Club

Neighborhood: 410

Property Information

Property Address: 12 E Franklin St

PIN W0000083013

Size: 0.469 Acres, 20423.250 Square Feet

Property Description: 0130.50X0156.50 0000.000

Additional Information

Exempt Code Special Assessment District

Non-Profit - Inactive Service 91

Current Assessment

Year	Land	Improvements	Total
2026	\$856,000	\$2,708,000	\$3,564,000

Deed Transfers

Recordation Date	Book	Page	Deed Type	Consideration	② Grantee
1/31/1972	00674	C0682	N/A	\$150,000	GARDEN CLUB OF VIRGINIA
1/1/1900	00674	C0682	N/A	\$150,000	Not Available

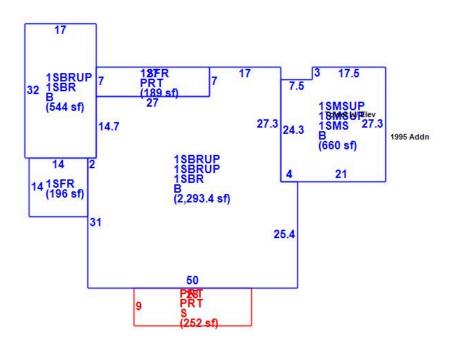
Details for Commercial Building 1

Year Built:	Finished Area:
1845	14,333

Commercial Card 1 Photo/Sketch



Carriage Hse is -013B



Section 1

Year Built:	1845
Style:	Unknown Commercial Style
Model:	Commercial
Framing Class:	Fire Resistant
Perimeter Shape:	UNKNOWN
Perimeter:	357
Wall Height:	10
Section Area:	2615
Sprinkler Area:	2615
HVAC:	N/A

Building Sub-Areas (sq ft)

Code	Description	Gross Area	Living Area
1SBR	1 Story Brick - Fin	2,837	2,837
1SBRUP	1 Story Brick - Upper - Fin	5,130	5,130
1SFR	1 Story Frame - Fin	385	385
1SMS	1 Story Masonry - Fin	660	660
1SMSUP	1 Story Masonry - Upper - Fin	1,320	1,320
В	Bsmt	3,497	0
PRT	Portico	693	0
S	Slab	252	0
Totals		14,774	10,332

Assessi	ment History		
Year	Land	Improvements	Total
2025	\$815,000	\$2,708,000	\$3,523,000
2024	\$815,000	\$2,708,000	\$3,523,000
2023	\$815,000	\$2,708,000	\$3,523,000
2022	\$815,000	\$2,465,000	\$3,280,000
2021	\$817,000	\$2,106,000	\$2,923,000
2020	\$817,000	\$2,106,000	\$2,923,000
2019	\$817,000	\$2,106,000	\$2,923,000
2018	\$817,000	\$2,106,000	\$2,923,000
2017	\$817,000	\$2,106,000	\$2,923,000
2016	\$818,000	\$2,105,000	\$2,923,000
2015	\$694,000	\$1,599,000	\$2,293,000
2014	\$694,000	\$1,599,000	\$2,293,000
2013	\$694,000	\$1,599,000	\$2,293,000
2012	\$694,000	\$1,599,000	\$2,293,000
2011	\$694,000	\$1,599,000	\$2,293,000
2010	\$694,000	\$1,599,000	\$2,293,000
2009	\$694,000	\$1,598,700	\$2,292,700
2008	\$684,000	\$707,000	\$1,391,000
2007	\$594,000	\$707,000	\$1,301,000
2006	\$503,200	\$598,900	\$1,102,100
2005	\$495,000	\$368,500	\$863,500



Not a Legal Document

Subject to terms and conditions www.actDataScout.com

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

PROPETY
OWNER: The Garden Club of Virginia PHONE: (Home) ((Mobile) (_804_) 643-4137
ADDRESS 12 E Franklin Street FAX: (_) (Work) (_)
RICHMOND, VA 23219 E-mail Address: kcarbone66@icloud.com
PROPERTY OWNER'S
REPRESENTATIVE: Nelson Byrd Woltz Landscape Architects PHONE: (Home) (_) (Mobile) (434) 260-7475
(Name/Address) 310 East Market Street FAX: () (Work) ()
Charlottesville, VA 22902 E-mail Address: <u>nroth@nbwla.com</u>
TO BE COMPLETED BY THE ZONING ADMINSTRATION OFFICE
PROPERTY ADDRESS (ES) 12 East Franklin Street
TYPE OF APPLICATION: VARIANCE SPECIAL EXCEPTION OTHER
ZONING ORDINANCE SECTION NUMBERS(S): 30-300 & 30-509.2(c)
APPLICATION REQUIRED FOR: A sign permit to erect a new freestanding sign.
TAX PARCEL NUMBER(S): W000-0083/013 ZONING DISTRICT: RO-3 (Residential-Office)
REQUEST DISAPPROVED FOR THE REASON THAT: The proposed sign is not permitted as the yard (setback) requirement is not met. A five foot (5') setback is required from any street line; 6" is proposed off the street line along East Franklin Street.
DATE REQUEST DISAPPROVED: <u>September 12, 2025</u> FEE WAIVER: YES □ NO: ⊠
DATE FILED: 9/12/2025 TIME FILED: 3:07 p.m. PREPARED BY: Colleen Dang RECEIPT NO. BZAC-172895-2025
AS CERTIFIED BY: (ZONING ADMINSTRATOR)
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) 15 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 heaving at which my request will be considered. SIGNATURE OF OWNER OR AUTHORIZED AGENT. The heaving at which my request will be considered. DATE: 9/24/25

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

CASE NUMBER: BZA 40-2025 HEARING DATE: November 5, 2025 AT 1:00 P.M.

BOARD OF ZONING APPEALS CASE BZA 40-2025 150' Buffer

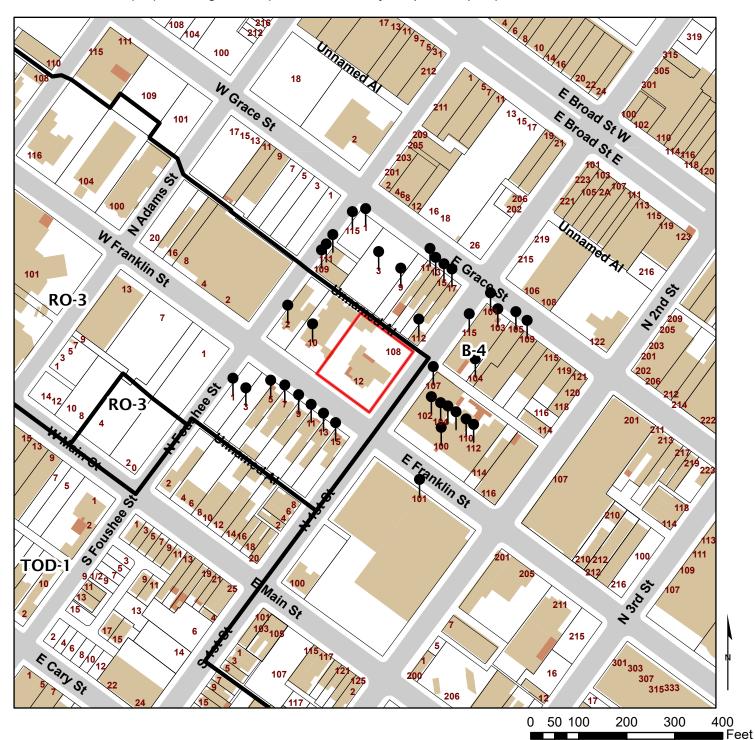
APPLICANT(S): The Garden Club of Virginia

PREMISES: 12 East Franklin Street (Tax Parcel Number W000-0083/013)

SUBJECT: A sign permit to erect a new freestanding sign.

REASON FOR THE REQUEST: Based on Sections 30-300 & 30-509.2(c) of the Zoning Ordinance for the reason that:

The proposed sign is not permitted as the yard (setback) requirement is not met.





BOARD OF ZONING APPEALS PRESENTATION SUGGESTIONS

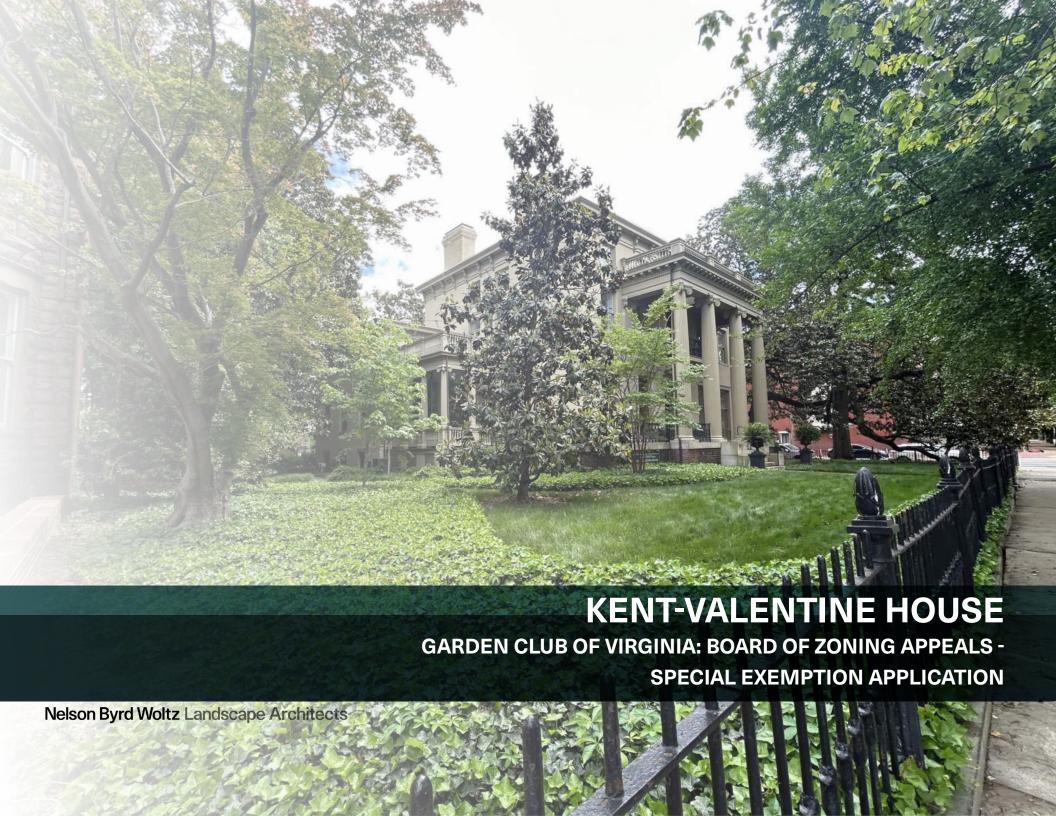
CITY OF RICHMOND, VIRGINIA

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



GARDEN CLUB OF VIRGINIA

KENT-VALENTINE HOUSE: FREESTANDING SIGN SPECIAL EXEMPTION REQUEST

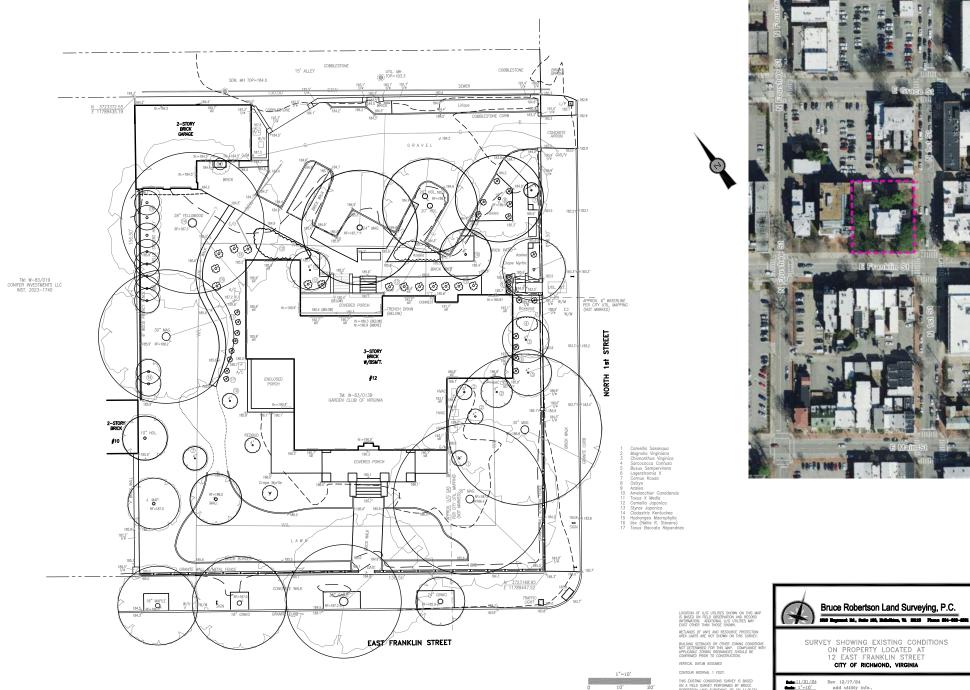
8.5x11" Survey and Site Plans Complete Set of Scaled Site Plans (not reduced) 8.5x11" Reduced Elevation Drawing and Perspectives Supplementary Material: Existing Condition Site Photos Request Intent Description & Design Narrative Precedent Signs of Neighbors on E Franklin Street ATTACHMENTS: Complete Set of Scaled Site Plans (not reduced) Elevation Drawing Perspective Illustrations Signed Application Signed Checklist

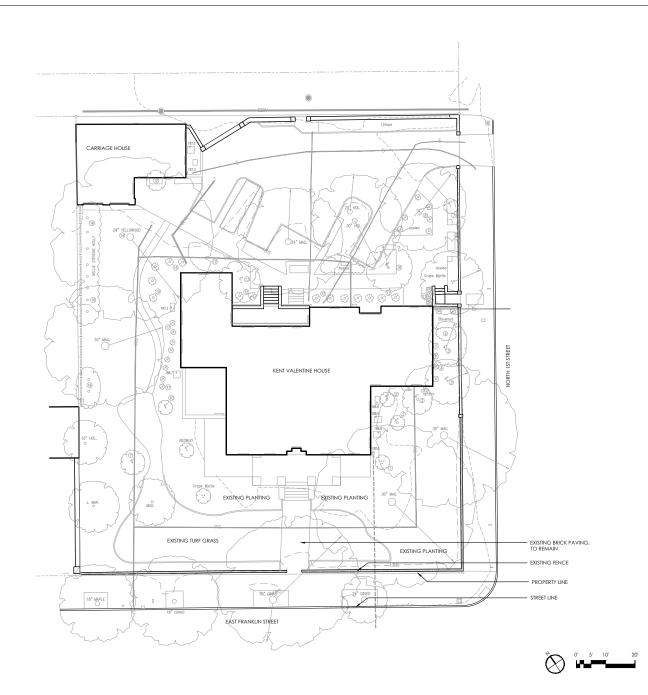
Signed Presentation Guidance Document

GARDEN CLUB OF VIRGINIA

KENT-VALENTINE HOUSE

EXISTING SURVEY





Nelson Byrd Woltz Landscape Architects

310 East Market Street Charlottesville VA 22902

T 434.984.1358 F 434.984.4158 www.nbwla.com

NO. Date Issues/Revisions

1 07.11.2025 100% DD Set 2 07.25.2025 City Pre-App

STAM

DRAFT NOT FOR CONSTRUCTION

ROJECT NAM

Kent Valentine House

Richmond, Virginia

12 E Franklin St, Richmond, VA 23219

PROJECT NO.: GCV2401 DRAWN BY: JL, CN, MK CHECKED BY: JJ, JL

DRAWING TILE

EXISTING SITE PLAN

DATE: JULY 25, 2025 SCALE: AS NOTED

DRAWING NUMBE

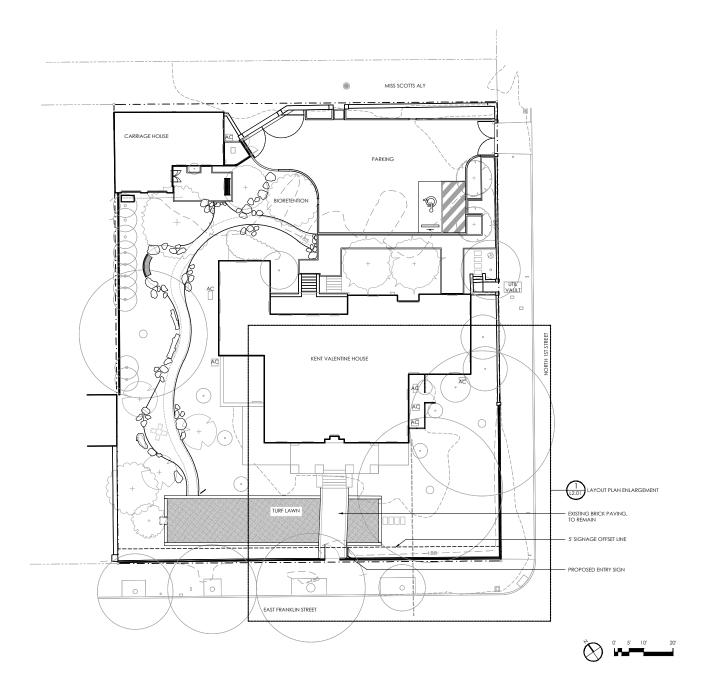
L0.02

- NOTES:

 1. ALL PATH CENTERLINES TO BE SURVEYED & STAKED IN THE FIELD PER LANDSCAPE ARCHITECT DWGS PRIOR TO INSTALLATION, STAKES TO BE LOCATED EVERY 25° O.C. ALONG CENTERLINES, POINTS OF INTERSECTIONS TO BE CLEARLY NOTED. LANDSCAPE ARCHITECT TO PROVIDE CAD PILES TO SURVEYOR AS NEEDED. LANDSCAPE ARCHITECT TO REID VERBY PATHS PRIOR TO INSTALLATION.

 2. ARCHITECT. ORIGO CURVES TO BE LAD OUT IN FIELD BY LANDSCAPE ARCHITECT. ORIGO CURVES TO BE LAD OUT IN FIELD BY LANDSCAPE ARCHITECT.
- ARCHITECT.

 3. BOULDER PLACEMENT AND LOCATION TO BE LAID OUT BY CONTRACTOR IN FIELD IN COLLABORATION WITH LANDSCAPE ARCHITECT. RINAL LAYOUTTO BE APPROVED BY LANDSCAPE ARCHITECT.



Nelson Byrd Woltz Landscape Architects

310 East Market Street Charlottesville VA 22902

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NO. Date Issues/Revisions

07.11.2025 100% DD Set 07.25.2025 City Pre-App

DRAFT **NOT FOR** CONSTRUCTION

Kent Valentine House

Richmond, Virginia

12 E Franklin St, Richmond, VA 23219

PROJECT NO.: GCV2401 DRAWN BY: JL, CN, MK CHECKED BY: JJ, JL

LAYOUT PLAN

DATE: JULY 25, 2025 SCALE: AS NOTED

L2.00

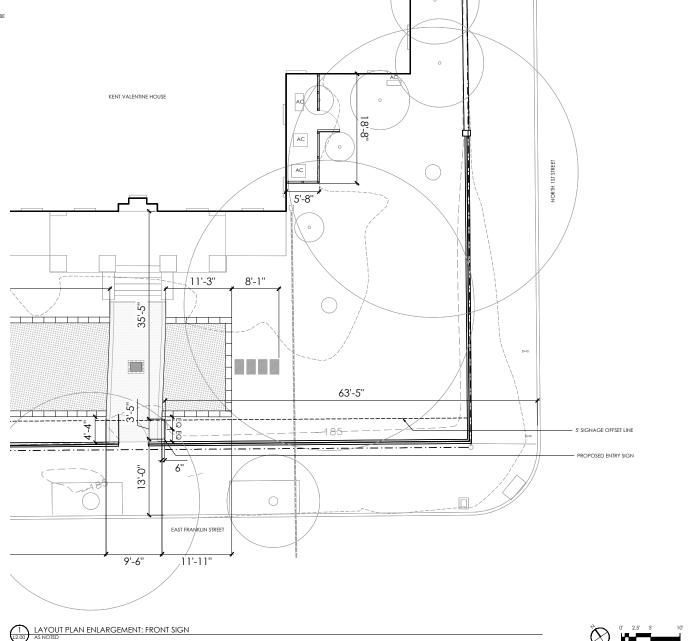


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NO. Date Issues/Revisions

07.11.2025 100% DD Set 07.25.2025 City Pre-App

DRAFT **NOT FOR** CONSTRUCTION

Kent Valentine House

Richmond, Virginia

12 E Franklin St, Richmond, VA 23219

PROJECT NO.: GCV2401 DRAWN BY: JL, CN, MK CHECKED BY: JJ, JL

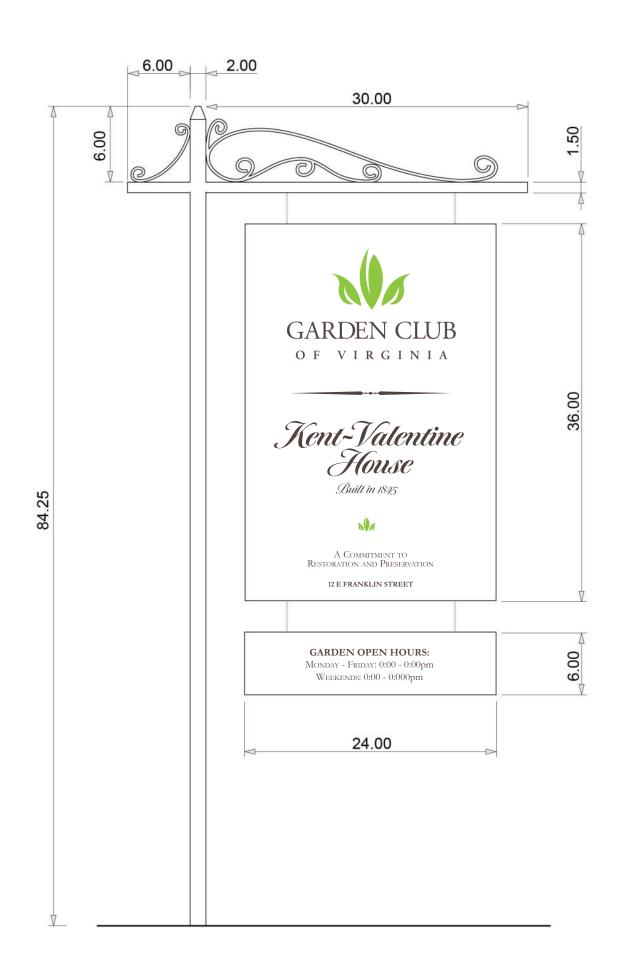
LAYOUT PLAN

ENLARGEMENT

DATE: JULY 25, 2025 SCALE: AS NOTED

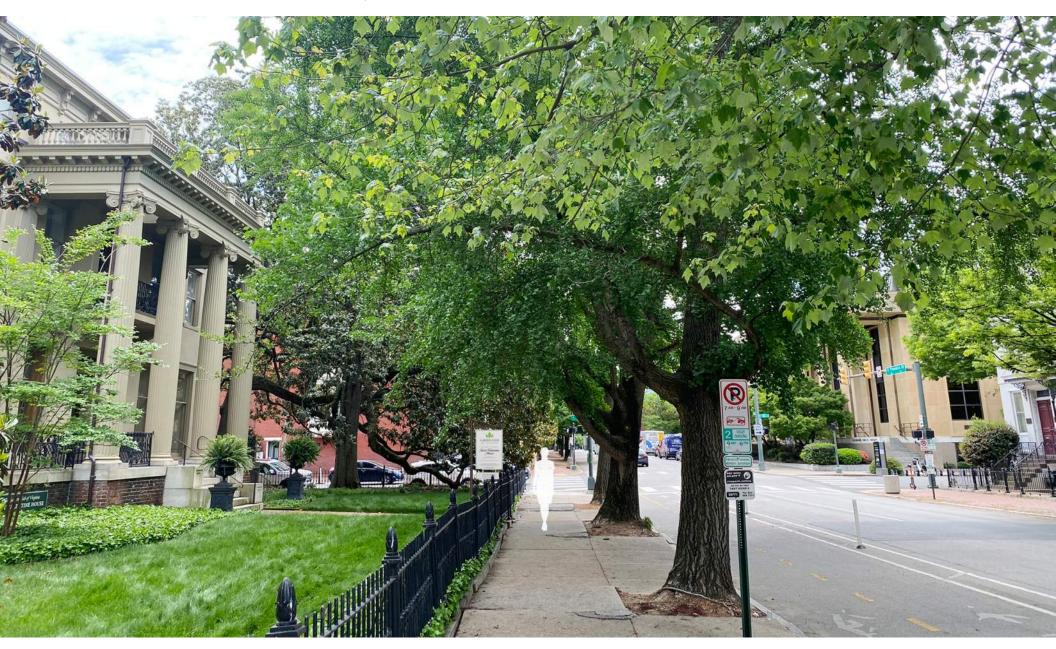
L2.01

GARDEN CLUB OF VIRGINIA KENT VALENTINE HOUSE: PROPOSED ENTRY SIGN





GARDEN CLUB OF VIRGINIA
KENT VALENTINE HOUSE: PROPOSED ENTRY SIGN, LOOKING SOUTHEAST ON FRANKLIN STREET



GARDEN CLUB OF VIRGINIA
KENT VALENTINE HOUSE: PROPOSED ENTRY SIGN, LOOKING NORTHEAST AT FRONT OF HOUSE FROM FRANKLIN STREET



ADDITIONAL SUPPORTING MATERIAL

GARDEN CLUB OF VIRGINIA

KENT-VALENTINE HOUSEREQUEST INTENT & NARRATIVE

Dear Zoning Administration and the Board of Zoning Appeals,

Please accept this application and addenda of supporting information, on behalf of the Garden Club of Virginia, as our request for a special exemption to locate 1 (one) new freestanding sign at the public street entrance of the Kent-Valentine House on Franklin Street. As the Garden Club of Virginia's headquarters in the Commonwealth, the garden and landcape of this historic property are the public-facing entrance to the Club. The reimagined design for the landscape of the Kent-Valentine House will be host to many Club gatherings, membership meetings, and public tours and events.

Accordingly, we have proposed an attractively design, contextual freestanding entry sign to improve navigation, access, and public awareness of the Club and its green garden oasis within the Downtown. We have proposed the sign location within the prescribed RO-3 zoning sign setback of 5 feet from the street line to achieve the above goal and address existing challenges and confusion when Club members and public visitors alike try to find what should be the central beacon of our Mission.

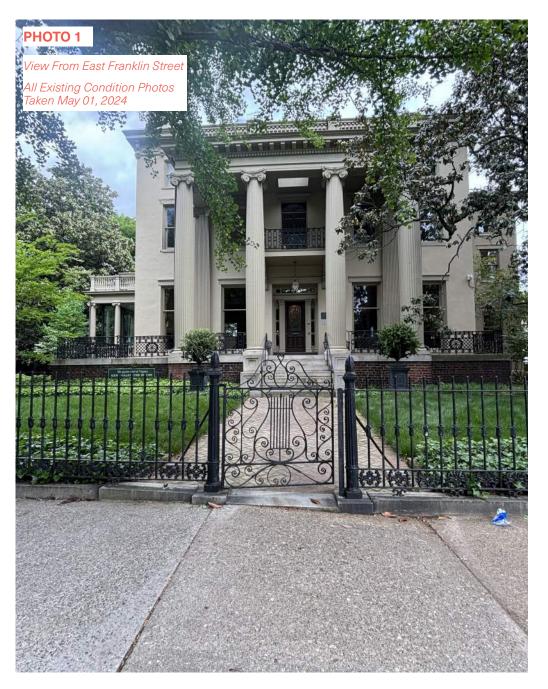
We have arrived at this location after attempting to meet the setback requirements through several design iterations which were deemed unsuccessful. As such, we do not arrive at this request for a special exemption lightly. We feel strongly that this proposed location is appropriate for this particular property on Franklin Street based on multiple factors and reasons, including but not limited to:

- + Maintain sightlines from E Franklin Street one-way vehicular traffic, as well as the wide sidewalk and cycle track.
- + Given the active transportation priority for E Franklin Street, establish a contextual yet attractive entry sign that is visible and noticeable from people walking, biking, and rolling down the street in front of the property.
- + Prevent conflicts with existing large trees, as well as with the significant amount of new native planting that is proposed for throughout the garden.
- + Prevent circulation conflicts or removal of the existing brick entry walkway, as well as with the proposed reconfigured and right-sized turf lawn panel, which will be the open welcoming to visitors entering the property from E Franklin Street and home to Garden Club events and activities.

We look forward to answering any questions you may have about our application in advance of the November 5th presentation date, and to providing any further information which you need in order to consider your decision.

With respect,

Nelson Byrd Woltz Landscape Architects





РНОТО 3

View From Southwest Corner of Garden



GARDEN CLUB OF VIRGINIA **KENT-VALENTINE HOUSE** PRECEDENT NEIGHBORING SIGNS



