



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.richmondva.gov/>

SUP-031653-2018

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MAR 07 2018

LAND USE ADMINISTRATION

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: 2600 Idlewood Avenue / 309 S. Robinson Street

Date: 02/21/2018

Tax Map #: W0001156015 Fee: \$300.00 (W000113030) Church Parking Lot

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: R-63

Existing Use: Vacant

Proposed Use

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

Business and Educational Use

Existing Use: _____

Is this property subject to any previous land use cases?

Yes

No

If Yes, please list the Ordinance Number: _____

Applicant/Contact Person: Carol D. Adams

Company: Carol Adams Foundation, Inc.

Mailing Address: 2600 Idlewood Avenue

City: Richmond

State: VA

Zip Code: 23220

Telephone: (804) 2,182,866

Fax: ()

Email: _____

Property Owner: Riverview Baptist Church

If Business Entity, name and title of authorized signee: Joyce C. Woodson, Trustee Ministry Chairman

(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: 2604 Idlewood Avenue

City: Richmond

State: VA

Zip Code: 23220

Telephone: (804) 3,536,135

Fax: (804) 3,533,370

Email: Riverviewbapt@verizon.net

Property Owner Signature:

RIVERVIEW BAPTIST CHURCH
Joyce C. Woodson, Chief Trustee Ministry

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

The proposed use for 2600 Idlewood Avenue is to conduct the administrative day to day business of the Carol Adams Foundation, Inc. (C.A.F.I.) Monday thru Saturday from 10 AM - till 8 PM.

CAFI is a Non-profit 503 (c)3, established to assist women, men and children impacted by Domestic Violence. CAFI was established in 2014, after 15 years of providing non-traditional assistance to families impacted by domestic violence in Central Virginia.

Our mission is to provide emergency assistance with housing, transportation, clothing, furniture and food for survivors of domestic violence. We receive calls from various agencies and individuals seeking guidance and support for families who have been displaced in times of crisis due to violence in their homes. We are connected to the regional hotline and provide services that frequently fall outside of the guidelines of traditional organizations which leave our families in vulnerable situations of homelessness.

The average daily occupancy would be less than 10, during enrichment sessions and activities the occupancy would be less than 60. The general populations of individuals we serve do not drive; therefore, we provide transportation to and from all programs and events.

CAFI's requested use is compatible to church programs and activities, although we are a separate entity of Riverview Baptist Church, we are partners and CAFI's overall goals and objectives must be aligned with the Church.

We will have 2-3 employees' onsite daily and 4-5 additional volunteers to assist and manage group activities. Educational activities hosted and facilitated at this site will not exceed the occupancy code, and the church parking lot will facilitate attendees parking needs.

The day to day operations include the following:

- (1) CAFI Business (Taxes, SCC, ect.)
- (2) Managing calls from the regional domestic violence hotline
- (3) Needs Assessment
- (4) Providing referrals for calls from Hotline
- (5) Housing Assistance
- (6) Transportation
- (7) Marketing
- (8) Event Planning
- (9) Educational Forums
- (10) Hosting Empowerment Sessions
- (11) Enrichment Activities for families
- (12) Board Meetings

The conditions of the special use will be fulfilled because it is my duty to abide by the law and city code. I've spent the last 27 years of my life working in Public Safety enforcing the Laws governing the state of Virginia.