



CITY OF RICHMOND

DEPARTMENT OF  
PLANNING AND DEVELOPMENT REVIEW  
BOARD OF ZONING APPEALS

July 12, 2022

John W & Meta R Braymer & Daniel B & Meredith B  
4208 Sulgrave Road  
Richmond, VA 23221

Baker Development Resources  
530 East Main Street, Suite 730  
Richmond, Virginia 23219  
Attn: Mark Baker

To Whom It May Concern:

**RE: BZA 31-2022**

You are hereby notified that the Board of Zoning Appeals will hold a public hearing on Wednesday, August 3, 2022 at 1:00 PM in the 5<sup>th</sup> Floor Conference Room, City Hall, 900 E. Broad Street to consider an application for a building permit to construct an addition to an existing single-family (detached) dwelling at 4208 SULGRAVE ROAD (Tax Parcel Number W022-0266/011, 1st District), located in an R-1 (Single-Family Residential) District. This meeting will be open to in-person participation. To maximize compliance with public health guidance aimed at preventing the spread of COVID-19, 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 **659 887 955#**. 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 2022 drop-down, click meeting details for August 3, 2022 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](mailto: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 31-2022

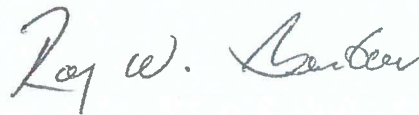
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July 12, 2022

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 cursive script that reads "Roy W. Benbow".

Roy W. Benbow, Secretary  
Phone: (804) 240-2124  
E-mail: Roy.Benbow@rva.gov

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.

Blanchard Lawrence E Iii And Vickie W  
207 Wakefield Rd  
Richmond, VA 23221

Brancoli Joseph B & Barbara A Trs Joseph B  
& Barbara A Brancoli Trust  
Po Box 17558  
Richmond, VA 23226

Capps Thos E  
4300 Sulgrave Rd  
Richmond, VA 23221

Coble William L Jr & Mary Lynn  
205 Wakefield Rd  
Richmond, VA 23221

Gottwald Bruce C And Nancy H  
4203 Sulgrave Rd  
Richmond, VA 23221

Mukherjee Avik And Akta P  
4206 Sulgrave Road  
Richmond, VA 23221

Sulgrave Holdings Llc  
4207 Sulgrave Rd  
Richmond, VA 23221

Tyler William B & Kay M  
4204 Sulgrave Road  
Richmond, VA 23221

Virginia Historical Society  
428 N Arthur Ashe Blvd  
Richmond, VA 23220

Windsor Farms Inc  
4211 Dover Rd  
Richmond, VA 23221

**Property:** 4208 Sulgrave Road **Parcel ID:** W0220266011**Parcel**

**Street Address:** 4208 Sulgrave Road Richmond, VA 23221-  
**Owner:** BRAYMER JOHN W & META R & HURT DANIEL B & MEREDITH B  
**Mailing Address:** 4208 SULGRAVE RD, RICHMOND, VA 2322100000  
**Subdivision Name :** WINDSOR FARMS  
**Parent Parcel ID:**  
**Assessment Area:** 136 - Windsor Farms/Rothesay  
**Property Class:** 115 - R One Story+ (1.25, 1.5, 1.75)  
**Zoning District:** R-1 - Residential (Single Family)  
**Exemption Code:** -

**Current Assessment**

**Effective Date:** 01/01/2022  
**Land Value:** \$374,000  
**Improvement Value:** \$940,000  
**Total Value:** \$1,314,000  
**Area Tax:** \$0  
**Special Assessment District:** None

**Land Description**

**Parcel Square Feet:** 22554  
**Acreage:** 0.518  
**Property Description 1:** WINDSOR FARMS L11 B39  
**Property Description 2:** 0140.00X0180.00 IRG0000.000  
**State Plane Coords( ?):** X= 11772253.500022 Y= 3726677.681465  
**Latitude:** 37.55363329 , **Longitude:** -77.50187456

**Description**

**Land Type:** Residential Lot A  
**Topology:**  
**Front Size:** 140  
**Rear Size:** 180  
**Parcel Square Feet:** 22554  
**Acreage:** 0.518  
**Property Description 1:** WINDSOR FARMS L11 B39  
**Property Description 2:** 0140.00X0180.00 IRG0000.000  
**Subdivision Name :** WINDSOR FARMS  
**State Plane Coords( ?):** X= 11772253.500022 Y= 3726677.681465  
**Latitude:** 37.55363329 , **Longitude:** -77.50187456

**Other**

**Street improvement:**  
**Sidewalk:**

**Assessments**

Assessment Year	Land Value	Improvement Value	Total Value	Reason
2022	\$374,000	\$940,000	\$1,314,000	Reassessment
2021	\$374,000	\$880,000	\$1,254,000	Reassessment
2020	\$374,000	\$834,000	\$1,208,000	Reassessment
2019	\$350,000	\$814,000	\$1,164,000	Reassessment
2018	\$350,000	\$749,000	\$1,099,000	Reassessment
2017	\$350,000	\$722,000	\$1,072,000	Reassessment
2016	\$350,000	\$722,000	\$1,072,000	Reassessment
2015	\$350,000	\$702,000	\$1,052,000	Reassessment
2014	\$350,000	\$697,000	\$1,047,000	Reassessment
2013	\$350,000	\$697,000	\$1,047,000	Reassessment
2012	\$350,000	\$726,000	\$1,076,000	Reassessment
2011	\$350,000	\$756,000	\$1,106,000	CarryOver
2010	\$350,000	\$756,000	\$1,106,000	Reassessment
2009	\$350,000	\$756,000	\$1,106,000	Reassessment
2008	\$350,000	\$756,000	\$1,106,000	Reassessment
2007	\$300,000	\$806,000	\$1,106,000	Reassessment
2006	\$276,000	\$767,800	\$1,043,800	Reassessment
2005	\$276,000	\$752,700	\$1,028,700	Reassessment
2004	\$276,000	\$634,000	\$910,000	Reassessment
2003	\$265,400	\$609,600	\$875,000	Reassessment
2002	\$265,400	\$609,600	\$875,000	Correction
2001	\$209,000	\$586,900	\$795,900	Reassessment
2000	\$209,000	\$533,500	\$742,500	Reassessment
1998	\$190,000	\$485,000	\$675,000	Not Available

**Transfers**

Transfer Date	Consideration Amount	Grantor Name	Deed Reference	Verified Market Sale Description
10/22/2021	\$1,700,000	JOHNSTONE THOMAS K IV AND	ID2021-30364	1 - VALID SALE-Valid, Use in Ratio Analysis
12/09/2011	\$1,095,000	DAVIS GUY A & RACHEL O	ID2011-21040	1 - VALID SALE-Valid, Use in Ratio Analysis
10/24/2001	\$875,000	LOCKHART C GREGORY &	ID2001-29434	
09/03/1998	\$750,000	Not Available	09800-23849	
07/17/1985	\$115,000	Not Available	000047-00001	

**Planning**

**Master Plan Future Land Use:** R  
**Zoning District:** R-1 - Residential (Single Family)  
**Planning District:** Far West  
**Traffic Zone:** 1128  
**City Neighborhood Code:** WDRF  
**City Neighborhood Name:** Windsor Farms  
**Civic Code:** 3010  
**Civic Association Name:** Westhampton Citizens Association  
**Subdivision Name:** WINDSOR FARMS  
**City Old and Historic District:**  
**National historic District:**  
**Neighborhoods in Bloom:**  
**Redevelopment Conservation Area:**

**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	1033	0506001	050600
1990	130	0506001	050600

**Schools**

**Elementary School:** Mary Munford  
**Middle School:** Hill  
**High School:** Jefferson

**Public Safety**

**Police Precinct:** 3  
**Police Sector:** 311  
**Fire District:** 18  
**Dispatch Zone:** 054A

**Public Works Schedules**

**Street Sweep:** TBD  
**Leaf Collection:** TBD  
**Refuse Collection:** Monday  
**Bulk Collection:** TBD

**Government Districts**

**Council District:** 1  
**Voter Precinct:** 106  
**State House District:** 78  
**State Senate District:** 14  
**Congressional District:** 4

**Extension 1 Details**

age

**Extension Name:** R01 - Residential record #01  
**Year Built:** 1986  
**Stories:** 1.5  
**Units:** 0  
**Number Of Rooms:** 11  
**Number Of Bed Rooms:** 5  
**Number Of Full Baths:** 5  
**Number Of Half Baths:** 1  
**Condition:** very good for

**Foundation Type:** Full Crawl  
**1st Predominant Exterior:** Brick  
**2nd Predominant Exterior:** Wood siding / Wood shake  
**Roof Style:** Gable  
**Roof Material:** Comp sh to 235#  
**Interior Wall:** Drywall  
**Floor Finish:** Hardwood-std oak, Flagstone  
**Heating Type:** Forced hot air  
**Central Air:** Y  
**Basement Garage Car #:** 0  
**Fireplace:** Y  
**Building Description (Out Building and Yard Items) :** Residential Detached Garage, Outdoor Entertainment Ctr

**Extension 1 Dimensions**

**Finished Living Area:** 4265 Sqft  
**Attic:** 0 Sqft  
**Finished Attic:** 0 Sqft  
**Basement:** 0 Sqft  
**Finished Basement:** 0 Sqft  
**Attached Garage:** 810 Sqft  
**Detached Garage:** 292 Sqft  
**Attached Carport:** 0 Sqft  
**Enclosed Porch:** 0 Sqft  
**Open Porch:** 388 Sqft  
**Deck:** 0 Sqft



### Property Images

Name:W0220266011 Desc:R01

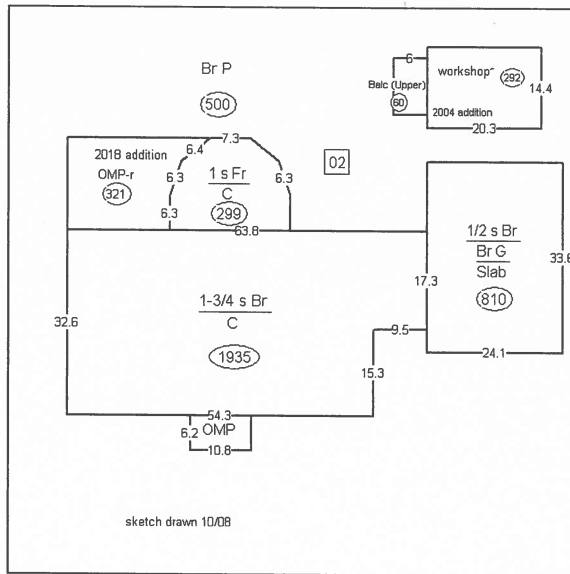


[Click here for Larger Image](#)



## Sketch Images

Name:W0220266011 Desc:R01



BZA 31-2022

# 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:** John W & Meta R Brayner & Daniel B & Meredith B
**PHONE:** (Home) ( ) (Mobile) ( )

**ADDRESS** 4208 Sulgrave Road
**FAX:** ( ) (Work) ( )

Richmond, VA 23221
**E-mail Address:**
**PROPERTY OWNER'S**
**REPRESENTATIVE:** Baker Development Resources
**PHONE:** (Home) ( ) (Mobile) (804) 874-6275
**(Name/Address)** 530 East Main Street, Suite 730
**FAX:** ( ) (Work) ( )

Richmond, VA 23219
**E-mail Address:** markbaker@bakerdevelopmentresources.com
Attn: Mark Baker

## TO BE COMPLETED BY THE ZONING ADMINISTRATION OFFICE

**PROPERTY ADDRESS (ES)** 4208 Sulgrave Road
**TYPE OF APPLICATION:** ☐ VARIANCE ☒ SPECIAL EXCEPTION ☐ OTHER

**ZONING ORDINANCE SECTION NUMBERS(S):** 30-300 & 30-402.5(1)
**APPLICATION REQUIRED FOR:** A building permit to construct an addition to an existing single-family detached dwelling.
**TAX PARCEL NUMBER(S):** W022-0266/011 **ZONING DISTRICT:** R-1(Single-Family Residential)
**REQUEST DISAPPROVED FOR THE REASON THAT:** The front yard (setback) requirement is not met. A front yard of thirty five feet (35') is required; (18.8±') is proposed along the western property line.
**DATE REQUEST DISAPPROVED:** 05/18/2022
**FEE WAIVER:** YES ☐ NO: ☒
**DATE FILED:** 06/13/2022 **TIME FILED:** 1:30 p.m. **PREPARED BY:** Colleen Dang **RECEIPT NO.** BZAR-113653-2022
**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)** (1) 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:** 7/6/2022

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

**CASE NUMBER:** BZA 31-2022 **HEARING DATE:** August 3, 2022 **AT** 1:00 **P.M.**

BOARD OF ZONING APPEALS CASE BZA 31-2022  
150' Buffer

APPLICANT(S): John W & Meta R Braymer & Daniel B & Meredith B

PREMISES: 4208 Sulgrave Road  
(Tax Parcel Number W022-0266/011)

SUBJECT: A building permit to construct an addition to an existing single-family (detached) dwelling.

REASON FOR THE REQUEST: Based on Sections 30-300, 30-402.5(1) & 30-630.1(a)(1)  
of the Zoning Ordinance for the reason that:  
The front 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.

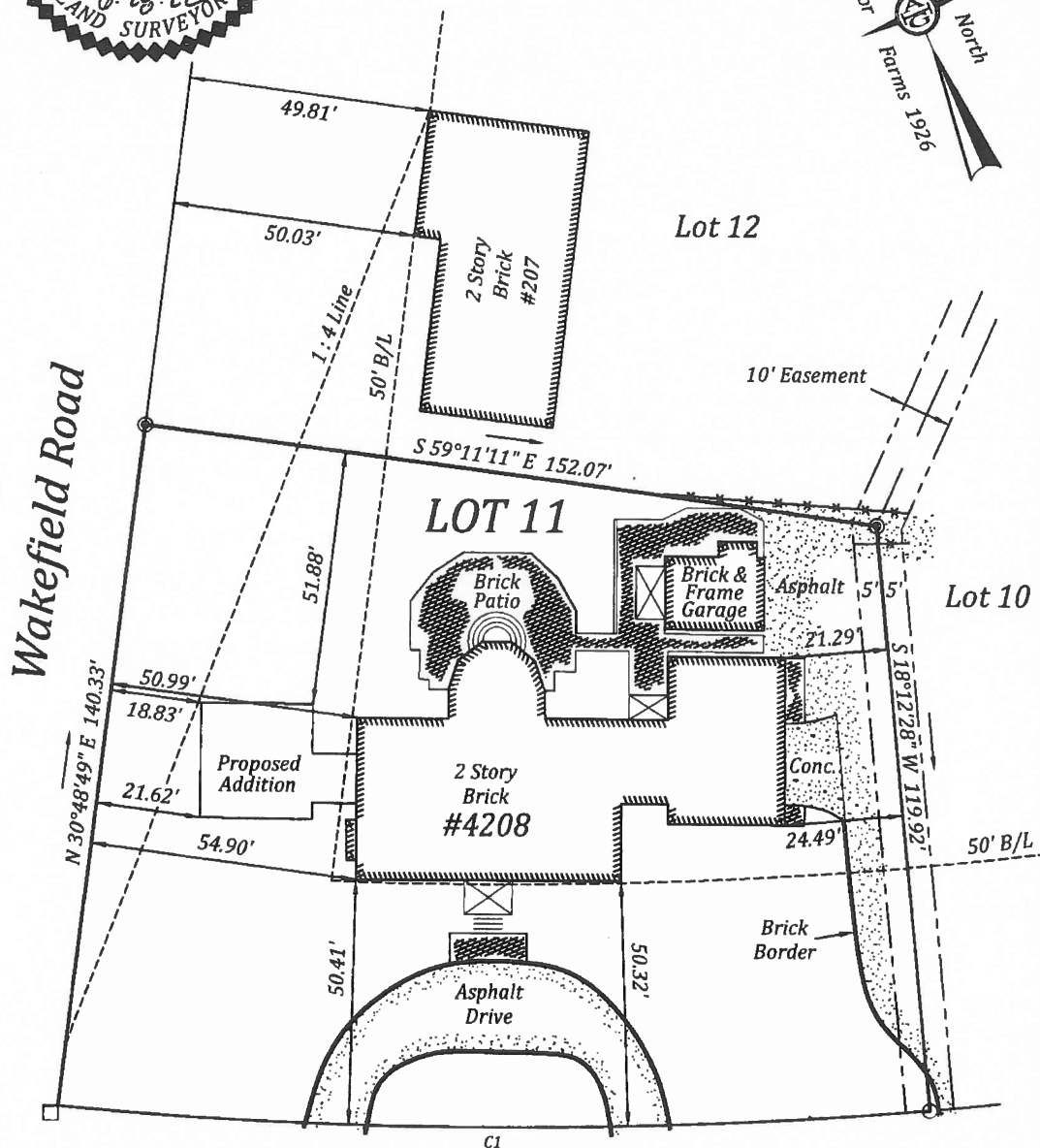
1. The powers and duties of the Board of Zoning Appeals are specified in Section 17.20 of the City Charter and Article X, Division 5, of the Zoning Ordinance. The Zoning Office will assist you in identifying how your case should be filed. If you have questions regarding your case filing, please contact the Zoning Administration Office (646-6340/6701). 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 absolutely essential that you discuss your case with your neighbors (notification letters are sent to property owners within a 150-foot radius of your property) as well as your neighborhood association(s). Information regarding your neighborhood association(s) and/or contact person(s) may be obtained from the City's website at <http://www.richmondgov.com/PlanningAndDevelopmentReview/civicasociationgroupinformation.aspx>. 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.
4. **Please 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 \$150.00 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 (804-240-2124) well before the hearing. The Secretary can be helpful by explaining the BZA public hearing 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: 4/28/16)

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

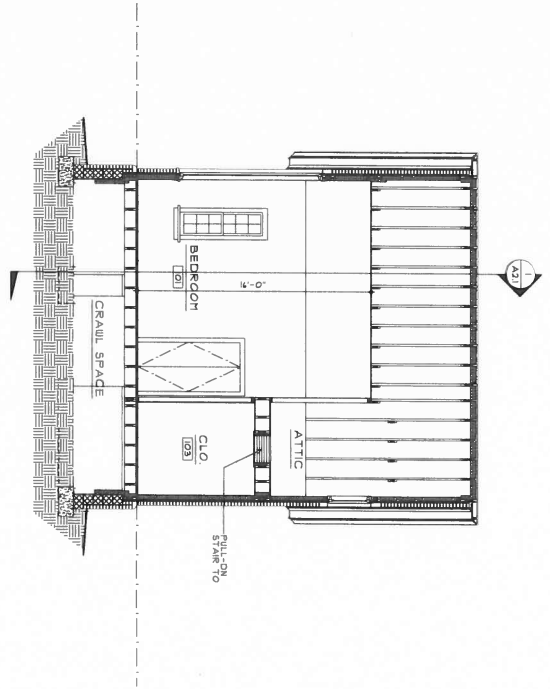
CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	1000.00'	180.00'	179.76'	N 66°38'03" W	10°18'48"



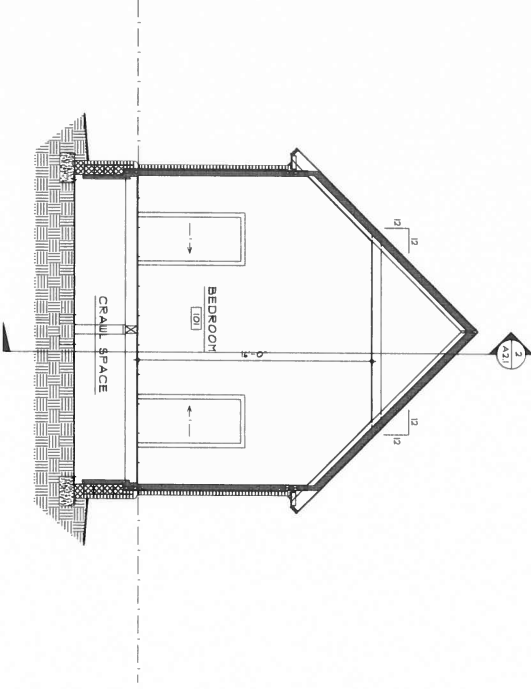
Scale 1"=30' Date 6/28/22 Drawn by GAH

NOTE: PLAT PREPARED FOR THE EXCLUSIVE  
USE OF JOHN W. & META R. BRAYMER,  
DANIEL B. & MEREDITH B. HURT

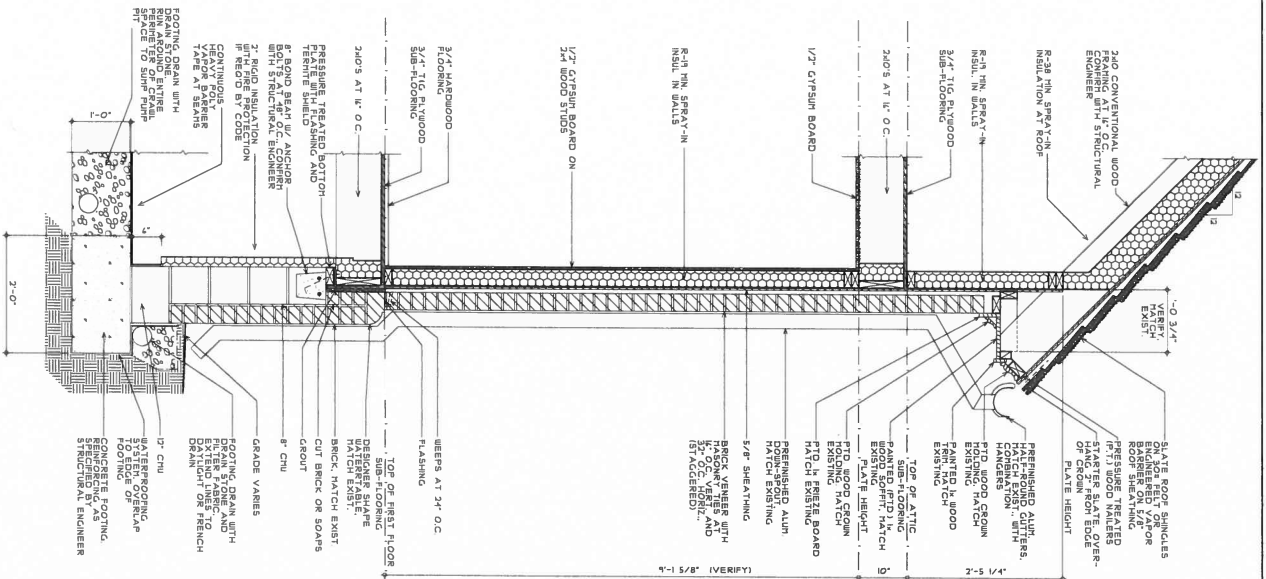
2 BUILDING SECTION  
SCALE: 1/4" = 1'-0"



1 BUILDING SECTION  
SCALE: 1/4" = 1'-0"



4 WALL SECTION  
SCALE: 1" = 1'-0"



BUILDING SECTIONS  
AND WALL SECTION

SCALE: AS SHOWN

RENOVATIONS AND ADDITION TO

4208 SULGRAVE ROAD  
RICHMOND, VIRGINIA

PEYTON BOYD  
ARCHITECT PC

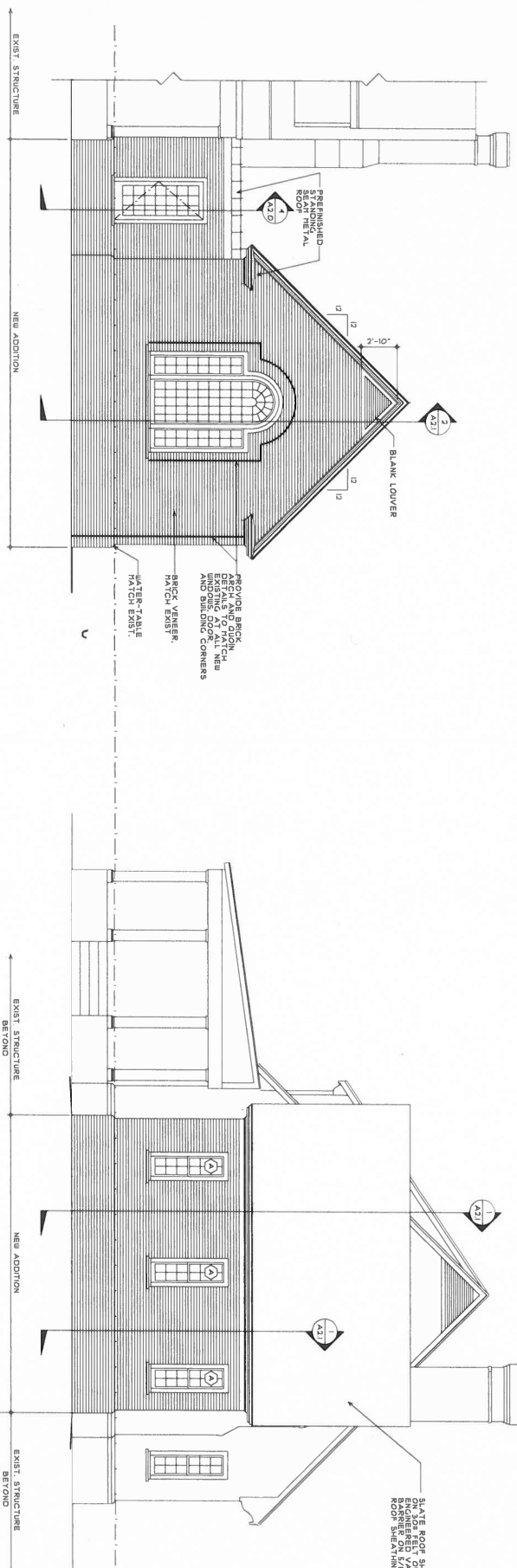
OFFICE: 1700-200-2000  
FAX: 1700-200-2001  
peytonboydarchitect.com

DRAWING  
A2.1

DATE

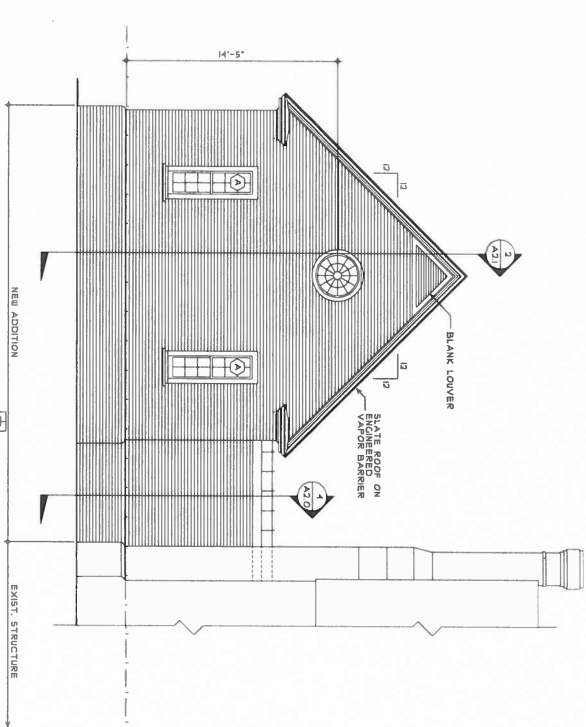




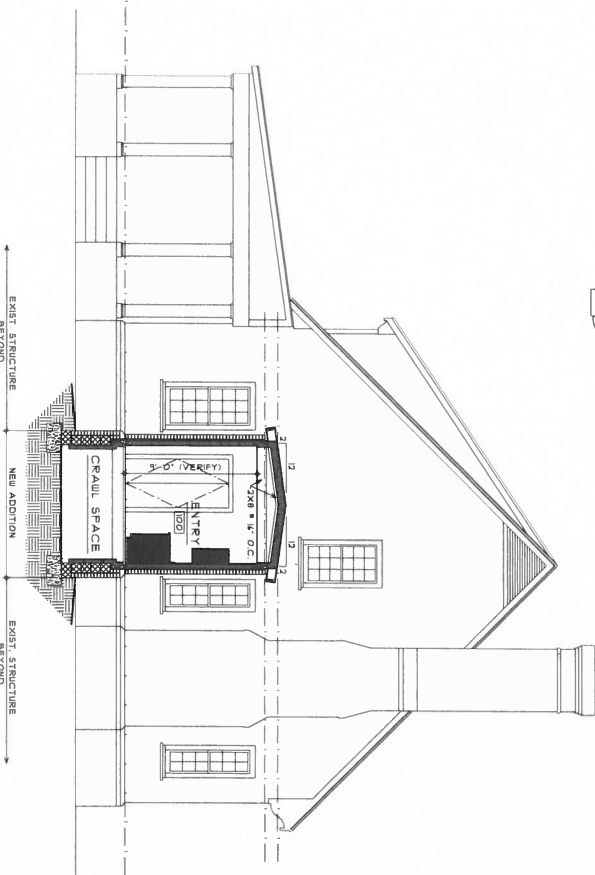


1 NORTH ELEVATION  
SCALE: 1/4" = 1'-0"

2 WEST ELEVATION  
SCALE: 1/4" = 1'-0"



3 SOUTH ELEVATION  
SCALE: 1/4" = 1'-0"



4 BUILDING SECTION  
SCALE: 1/4" = 1'-0"

SLATE ROOF SHINGLES  
ON 1/2" FELT ON 1/2" VAPOR  
BARRIER ON 1/2" VAPOR  
ROOF SHEATHING.

# EXTERIOR ELEVATIONS AND BUILDING SECTION

SCALE: 1/4" = 1'-0"

RENOVATIONS AND ADDITION TO  
4208 SULGRAVE ROAD  
RICHMOND, VIRGINIA

PEYTON BOYD  
ARCHITECT PC

1000 N. 10TH ST.  
SUITE 200  
ARLINGTON, VA 22201-1000  
OFFICE: 703-261-2173  
FAX: 703-261-2174  
peytonboydarchitect.com

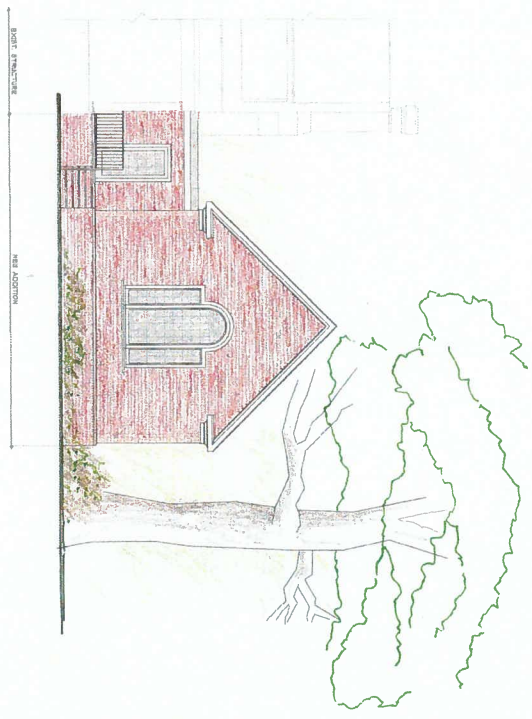
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DRAWING

DATE



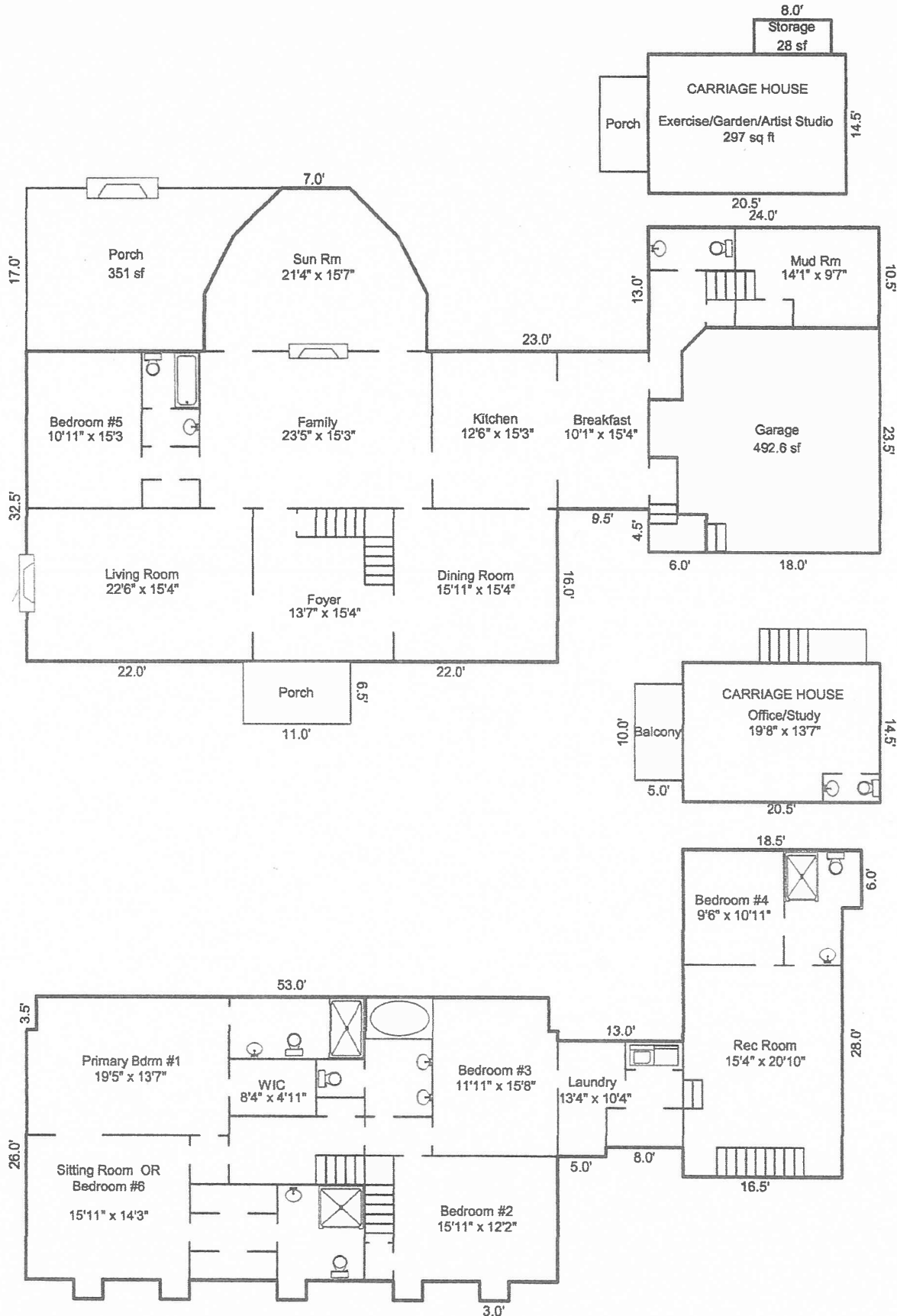
SOUTH ELEVATION (SULGRAVE ROAD)  
SCALE: 3/8" = 1'-0"



NORTH ELEVATION (REAR)  
SCALE: 3/8" = 1'-0"

	DATE 04/23/23	EXTERIOR ELEVATIONS	RENOVATIONS AND ADDITION TO  4208 SULGRAVE ROAD RICHMOND, VIRGINIA	<div> <div></div> <div> PEYTON BOYD ARCHITECT PC </div> <div> A 50,000 SQA ARCHITECT FIRM OFFICES AT 220 MONROE AVENUE RICHMOND, VA 23219 PHONE: 773-698-3000 FAX: 773-698-3001 pboyd@peytonboyd.com </div> </div>		
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# 4208 Sulgrave Road



May 10, 2004

Guy Davis  
4208 Sulgrave Road  
Richmond, Virginia 23221

**RE: 4208 Sulgrave Road – Administrative Variance (#5A-04)**

Dear Mr. Davis:

Your *Administrative Variance* has been approved, as it has been determined that:

- a. *The strict application of the ordinance would produce undue hardship;*
- b. *Such hardship is not shared generally by other properties in the same zoning district and vicinity;*
- c. *The authorization of the variance will not be of substantial detriment to adjacent property, and the character of the zoning district will not be changed by the granting of the variance; and*
- d. *The variance granted by the Zoning Administrator shall be the minimum necessary to relieve the hardship.*

I base these findings on the following:

- The adjacent property owner(s) most directly impacted has been notified via U.S. Mail and has not expressed any opposition, and in fact, has expressed support to the proposal as shown on the plans.
- The accessory building (garage) does not detract from, and is consistent with, the residential and historic character of the neighborhood.
- The location of the accessory building (garage) will not be detrimental to adjacent property through the affecting of light, access or safety.

*Now, therefore, be it resolved by the Zoning Administrator that a request for an Administrative Variance from the side yard (setback) requirements is approved, subject to:*

- ***There is no encroachment (gutter, downspout, roof overhang, etc.) onto the adjoining property.***

You have two (2) years to obtain the necessary permit to implement this approval or your Administrative Variance is deemed to be null and void.

Very truly yours,

William C. Davidson  
Zoning Administrator

xc: Roy W. Benbow, Secretary, Board of Zoning Appeals