

**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: 6228 FOREST HILL AVE Date: 10/25/2021

Tax Map #: 00040185010 Fee: _____

Total area of affected site in acres: .018 ACRES

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

Zoning

Current Zoning: R-2

Existing Use: COUNTRY CLUB (WILLOW OAKS)

Proposed Use

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

NEW ENTRANCE SIGN & MASONRY WALLS
Existing Use: EXISTING ENTRANCE PARTIALLY REMOVED DUE TO ROAD CONSTRUCTION

Is this property subject to any previous land use cases?

Yes

No

☐☐

If Yes, please list the Ordinance Number: _____

Applicant/Contact Person: JAMES FOLEY

Company: CAROUSEL SIGNS & DESIGNS, INC

Mailing Address: 6501 PINKENS PLACE

City: Richmond

State: VA

Zip Code: 23230

Telephone: (804) 620-3200

Fax: (804) 620-3210

Email: jay@carouselsigns.com

Property Owner: Willow Oaks Country Club INC

If Business Entity, name and title of authorized signee: CL WILL CARIS WELLES

(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: 6228 FOREST HILL AVE

City: Richmond

State: VA

Zip Code: 23225

Telephone: (804) 272-1451

Fax: _____

Email: _____

Property Owner Signature: CL WILL CARIS WELLES

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)

Application Report – Willow Oaks County Club

Special Use Permit

The reason for this application is to address the City's height limit in regards to Willow Oaks' R-2 Zoning. Working with David Duckhardt and Josh Young with the City, it was determined the height requirements for a masonry column was 5.5' and 4' for masonry walls. Willow Oaks would like to obtain a Special Use Permit to allow for additional height on both as shown in the attached design included in this application.

Willow Oaks Country Club is proposing a construction a new masonry entrance feature with signage. Their current wall was partially removed by the City as part of the road widening project of Forest Hill Avenue. Their old sign was also removed during construction. There would be no impact to employee staffing, hours of operation, and vehicular traffic if this application is approved and the new entrance feature is built.

The design and materials used will closely match those found throughout Willow Oaks, along with entrance features to adjacent neighborhoods. While the new entrance design is not as long as the old entrance in terms of footprint, it will take up the same general space at the entrance with regards to setbacks.

Please note the following:

- The new entrance feature will not be detrimental in any way to the surrounding community. The general footprint will be very similar to the current wall, only taller if approved. The feature will remain on Willow Oaks property and outside the ROW.
- The new entrance feature will not create any additional congestion. The general footprint will be very similar to the current wall, only taller if approved. The feature will remain on Willow Oaks property and outside the ROW.
- The new entrance will not create any fire, panic, or other dangers. The general footprint will be very similar to the current wall, only taller if approved. The feature will remain on Willow Oaks property and outside the ROW.
- The new entrance will not create an overcrowding of land or undue concentration of population. The general footprint will be very similar to the current wall, only taller if approved. The feature will remain on Willow Oaks property and outside the ROW.

-The new entrance will not adversely affect or interfere with any public or private entity/utility. The general footprint will be very similar to the current wall, only taller if approved. The feature will remain on Willow Oaks property and outside the ROW.

-The new entrance will not interfere with adequate light or air. The general footprint will be very similar to the current wall, only taller if approved. The feature will remain on Willow Oaks property and outside the ROW.

Respectfully,

A handwritten signature in blue ink, appearing to read "James B. Foley". The signature is fluid and cursive, with the first name "James" and last name "Foley" clearly legible, and "B." as a middle initial.

James B. Foley

President

Carousel Signs and Designs