



## 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: \_\_\_\_\_ Date: \_\_\_\_\_

Tax Map #: \_\_\_\_\_ Fee: \_\_\_\_\_

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: \_\_\_\_\_

Existing Use: \_\_\_\_\_

### Proposed Use

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

Existing Use: \_\_\_\_\_

Is this property subject to any previous land use cases?

Yes ☐ No ☐ If Yes, please list the Ordinance Number: \_\_\_\_\_

### Applicant/Contact Person:

Company: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_(\_\_\_\_\_) \_\_\_\_\_ Fax: \_(\_\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

### Property Owner:

If Business Entity, name and title of authorized signee: \_\_\_\_\_

(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: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_(\_\_\_\_\_) \_\_\_\_\_ Fax: \_(\_\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

Property Owner Signature: *Amul W. Daniel*

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

*September 28<sup>th</sup>, 2022*

*Special Use Permit  
3207 Hermitage Road, Richmond, Virginia  
Map Reference Number: N000-1311/017*

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Submitted to:

**City of Richmond**

Department of Planning and Development Review  
Land Use Administration  
900 East Broad Street, Suite 511  
Richmond, Virginia 23219

Prepared by:

**Baker Development Resources**

530 East Main Street, Suite 730  
Richmond, Virginia 23219

## Introduction

The property owner is requesting a special use permit amendment (the "SUPA") for 3207 Hermitage Road (the "Property"). The SUPA would authorize the expansion and occupancy of the building as an office and contractor's shop. While the existing office on the Property, which was authorized by the current SUP, will be retained and continue to be the primary utilization of the Property, the applicant is proposing to construct a warehouse addition to the existing structure. As this represents a substantial change from the approved SUP, the SUPA is required.

## Existing Conditions

### SITE DESCRIPTION AND EXISTING LAND USE

The Property is located on the eastern line of Hermitage Road between Brookland Parkway and Wentbridge Road and is referenced by the City Assessor as N000-1311/017. The property is 240 feet in width and 395 feet deep and contains approximately 27,317 square feet of area. Access is provided along Hermitage Road and by two alleys located along the western and southern edges of the parcel.



This area is characterized by a range of uses with single family residential uses to the east of Hermitage Road and commercial uses of varying scales and intensities to the west of Hermitage Road, including a hotel immediately across Hermitage Road from the Property.

3207 Hermitage Rd

**EXISTING ZONING**

The Property is zoned RO-1 Residential Office District. The surrounding properties to the north, east, and west are zoned R-3 Single-Family Residential. Properties immediately to the east are zoned RO-3 Residential Office District and B-2 Community Business District. Beyond that, to the southwest properties are zoned TOD-1 Transit-Oriented Nodal District and to the northwest are properties zoned M-1 Light Industrial.

**MASTER PLAN DESIGNATION**

The Richmond 300 Master Plan (the "Master Plan") suggests "Residential" for the Property.

The Property is also located within the "Greater Scott's Addition National/Regional Node." The Richmond 300 plan describes nodes generally as "places in Richmond where people and jobs are today and continue to grow into the future. Nodes are the places of convergence of many uses and include offices, shopping, housing, and/or public gathering places as well as access to multiple modes of transportation." National/Regional nodes, like Greater Scott's Addition, are further described as "a center with significant cultural, entertainment, government, and business destinations as well as shopping, housing, and unique place-based attractions"

In addition to the Property-specific guidance offered by the Vision and Core Concepts chapter, there are a number of other goals elsewhere within the Master Plan that support this request:

- Page 100 (High Quality Places Chapter), Objective 4.1 "Create and preserve high-quality, distinctive, and well-designed neighborhoods and Nodes throughout the city"
  - f. Ensure that building materials are durable, sustainable, and create a lasting addition to the built environment
- Page 109 (Equitable Transportation Chapter), Objective 6.1 "Increase the number of residents and jobs at Nodes and along enhanced transit corridors"
  - c. Support the retention, creation, and attraction of businesses in and near Nodes and major corridors

## Proposal

**PROJECT SUMMARY**

The proposed occupancy of the building as an office and contractor's shop includes the utilization of the existing office structure on the Property as well as the construction of a new, one-story addition to the existing structure which will be utilized as additional office space and a warehouse.

**PURPOSE OF REQUEST**

The SUPA would permit the conversion of the existing structure from a doctor's office to an office and contractors' shop. This includes the construction of a roughly **2,675 square foot** addition on the eastern side of the existing structure. The existing doctor's office use was authorized by a previous SUP (60-227-197) and special use permit amendment in 1960. This request would permit the utilization of the existing structure while also allowing for the construction of additional office and warehouse space. While the Property abuts parcels which are zoned to allow the proposed contractors' shop use (B-2) and other properties in the vicinity along Hermitage Road and Arthur

3207 Hermitage Rd

Ashe Boulevard are also zoned to permit the proposed use (M-1, B-7), the underlying zoning here does not allow for the use and therefore, the SUPA is required.

## PROJECT SUMMARY

The proposed design would include the approximately 4,263 square foot office building along with a new single-story addition which would be roughly 2,675 square feet. The proposed addition would be a triangular shape to fit the lot and would be clad in cementitious siding. The addition would include roughly 400 square feet of office space, three parking and loading bays, and warehouse storage. The three bays would face south and open onto an approximately 20-foot concrete apron which would allow access from the adjacent alley. Additionally, the enclosed yard at the rear of the Property would be used for outdoor storage. In order to provide additional screening from nearby residential properties an eight-foot privacy fence is proposed for the Property.

## Findings of Fact

The following are factors indicted in Section 17.11 of the Charter and Section 30-1050.1 of the Zoning Ordinance relative to the approval of special use permits by City Council. The proposed special use permit will not:

- ***Be detrimental to the safety, health, morals and general welfare of the community involved.***

The proposed special use permit amendment will not impact the safety, health, morals and general welfare of the nearby neighborhoods. The proposed development would offer needed services to the community and a safe, convenient and economically viable pedestrian environment, thereby providing positive impacts in terms of safety, welfare, etc.

- ***Tend to create congestion in streets, roads, alleys and other public ways and places in the area involved.***

The proposed special use permit amendment will not result in significant traffic impacts to nearby residential neighborhoods.

- ***Create hazards from fire, panic or other dangers.***

The Property will be developed in a manner consistent with the requirements of the building code and in accordance with the requirements of Fire and Emergency Services. The City's codes applicable to this development are designed to eliminate such hazards.

- ***Tend to overcrowding of land and cause an undue concentration of population.***

The proposed special use permit amendment will not tend to overcrowd the land or create an undue concentration of population.

- ***Adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements.***

3207 Hermitage Rd

The special use permit amendment would not adversely affect the above referenced City services. To the contrary, the proposal would provide positive fiscal (tax) benefits that would enhance the City's ability to provide these services to the proposed development.

- *Interfere with adequate light and air.*

The light and air available to adjacent properties will not be affected.

## Summary

In summary, the applicant is proposing to construct a new addition in order to adaptively re-utilize the existing structure as an office and contractors' shop. The proposed use does not represent a use that is significantly more intensive than was previously permitted on the site and is permitted by-right on nearby properties. This proposed addition and use represents an ideal, small-scale urban commercial use while limiting overall impact by retaining the existing structure. The proposed addition will be limited in scale and has been thoughtfully designed with quality materials, a limited height, and additional screening to remain compatible with the neighborhood while meeting the needs of a local business.



# HERMITAGE ROAD OFFICE - RENOVATION & ADDITION

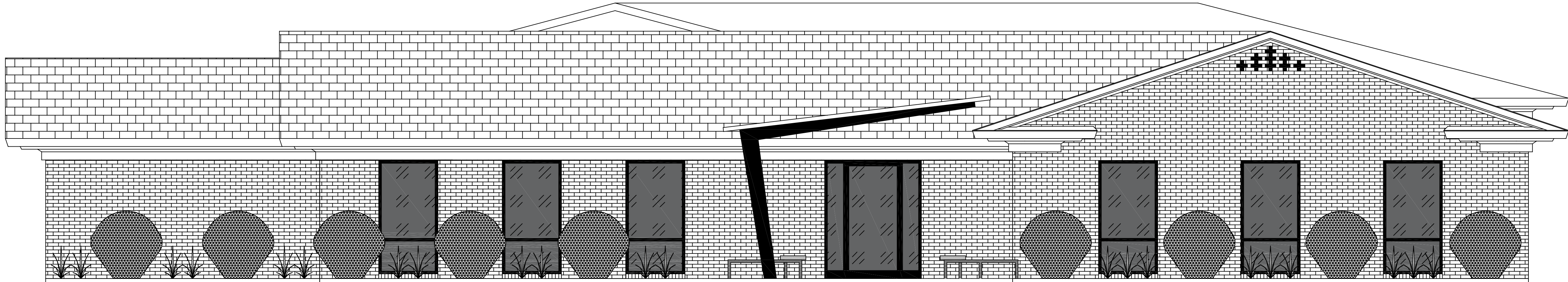
PROGRESS DRAWINGS - 5.15.2023



**DANIEL & COMPANY, INC.**  
CONTRACTORS  
*...Building History*

Drawing Table of Contents

- CS - Cover Sheet
- C1 - Original Site Plan (Mark Up)
- C2 - Copy of Current Topo Survey
- A1 - Overall Plan
- A2 - Office Layout
- A3 - Addition Plan
- A4 - Addition Roof Plan
- A5 - West & South Elevations
- A6 - East & North Elevations



General Notes

**PROGRESS  
DRAWINGS FOR  
REVIEW &  
DISCUSSION**

**NOT FOR  
CONSTRUCTION**

No.	Revision/Issue	Date

Firm Name and Address

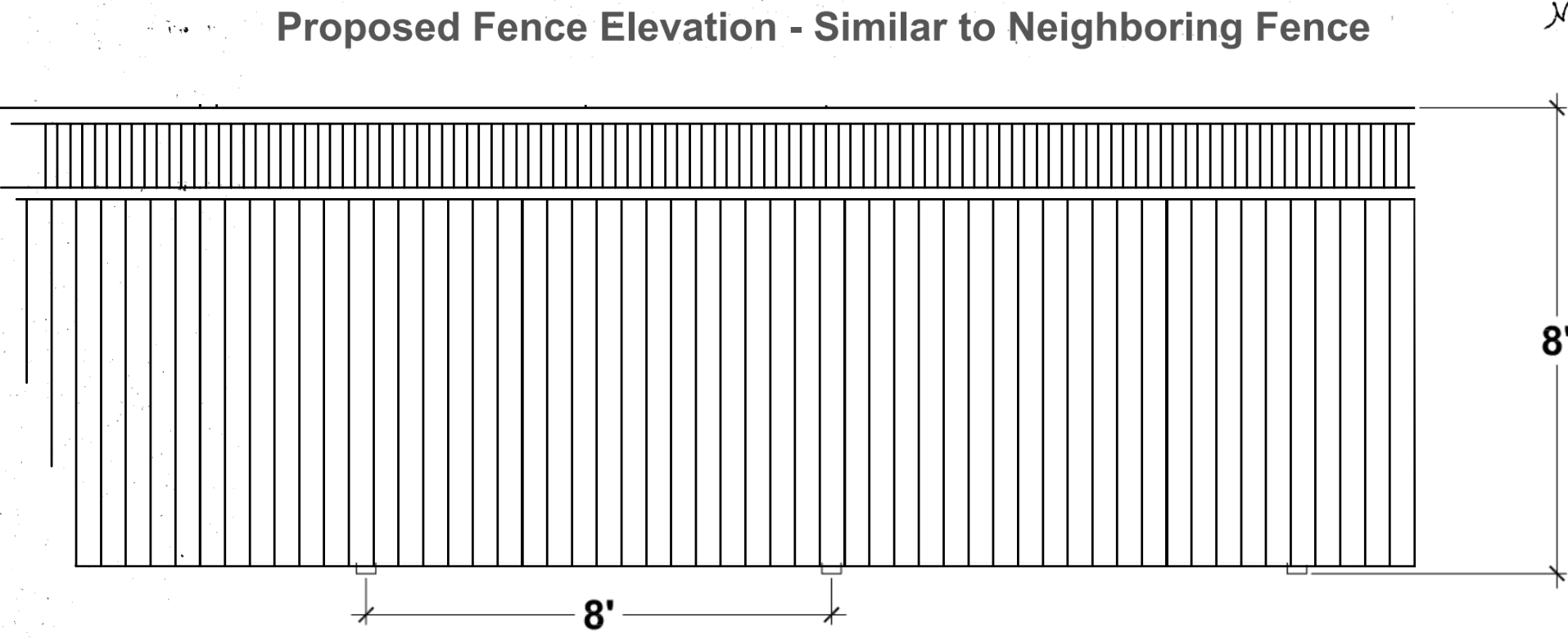
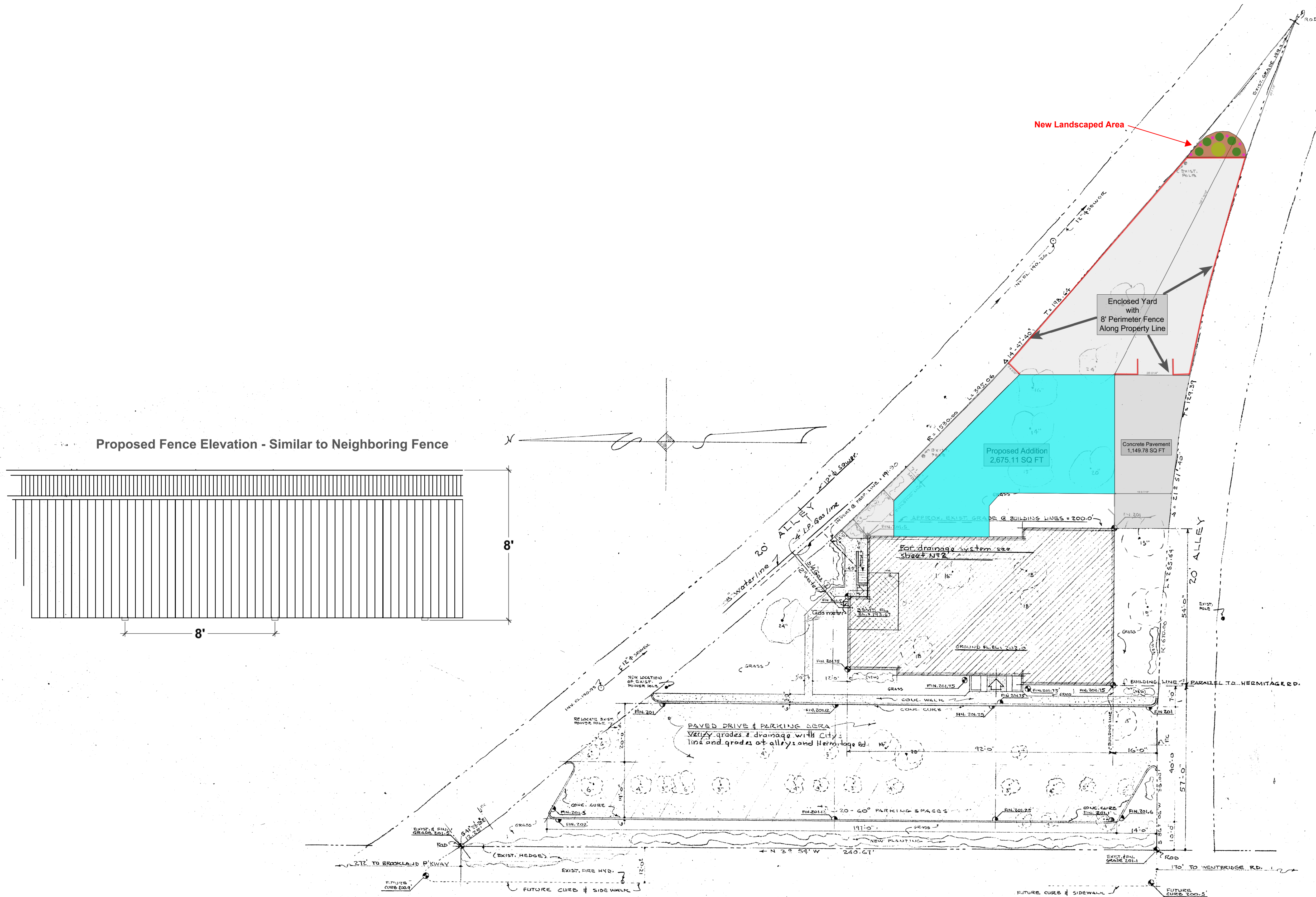
Daniel & Company Inc.  
P.O. Box 6749  
Richmond, VA 23230

Project Name and Address

Hermitage Road Office  
3701 Hermitage Road  
Richmond, VA 23230

Sheet Name Cover Sheet	Sheet <b>CS</b>
Date 15 May 2023	
Scale None	





HERMITAGE ROAD  
PLOT PLAN - 1/4" = 1'-0"  
DATA TAKEN FROM FOSTER & MILLER SURVEY # RH 11582  
DATED NOV. 4 1938 & D.W. CITY OF RICHMOND, VA.

- LEGEND-
- EXIST. GRADE, ONE EXISTING SLAB/CONCRETE
  - EXIST. TREE TO REMAIN (STUMP SITE)
  - EXIST. TREE TO BE REMOVED
  - NEW PLANTING

General Notes

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CONSTRUCTION**

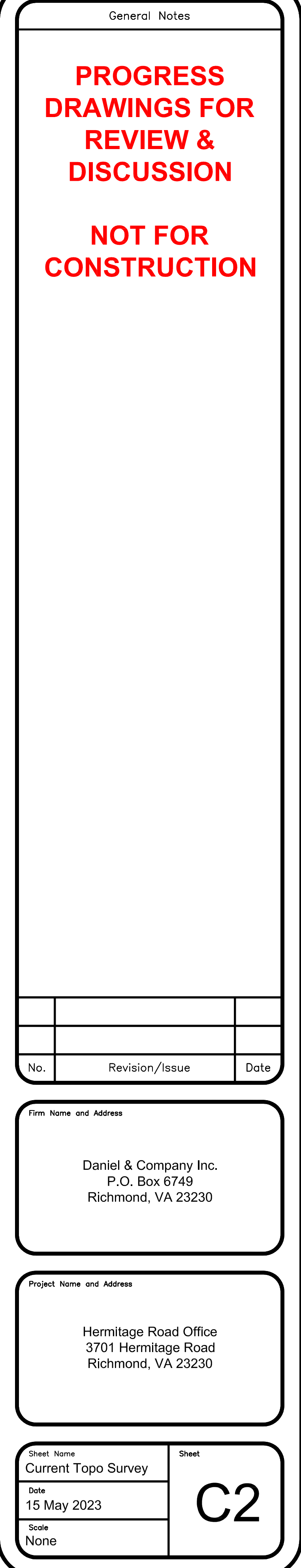
No.	Revision/Issue	Date

Firm Name and Address  
  
Daniel & Company Inc.  
P.O. Box 6749  
Richmond, VA 23230

Project Name and Address  
  
Hermitage Road Office  
3701 Hermitage Road  
Richmond, VA 23230

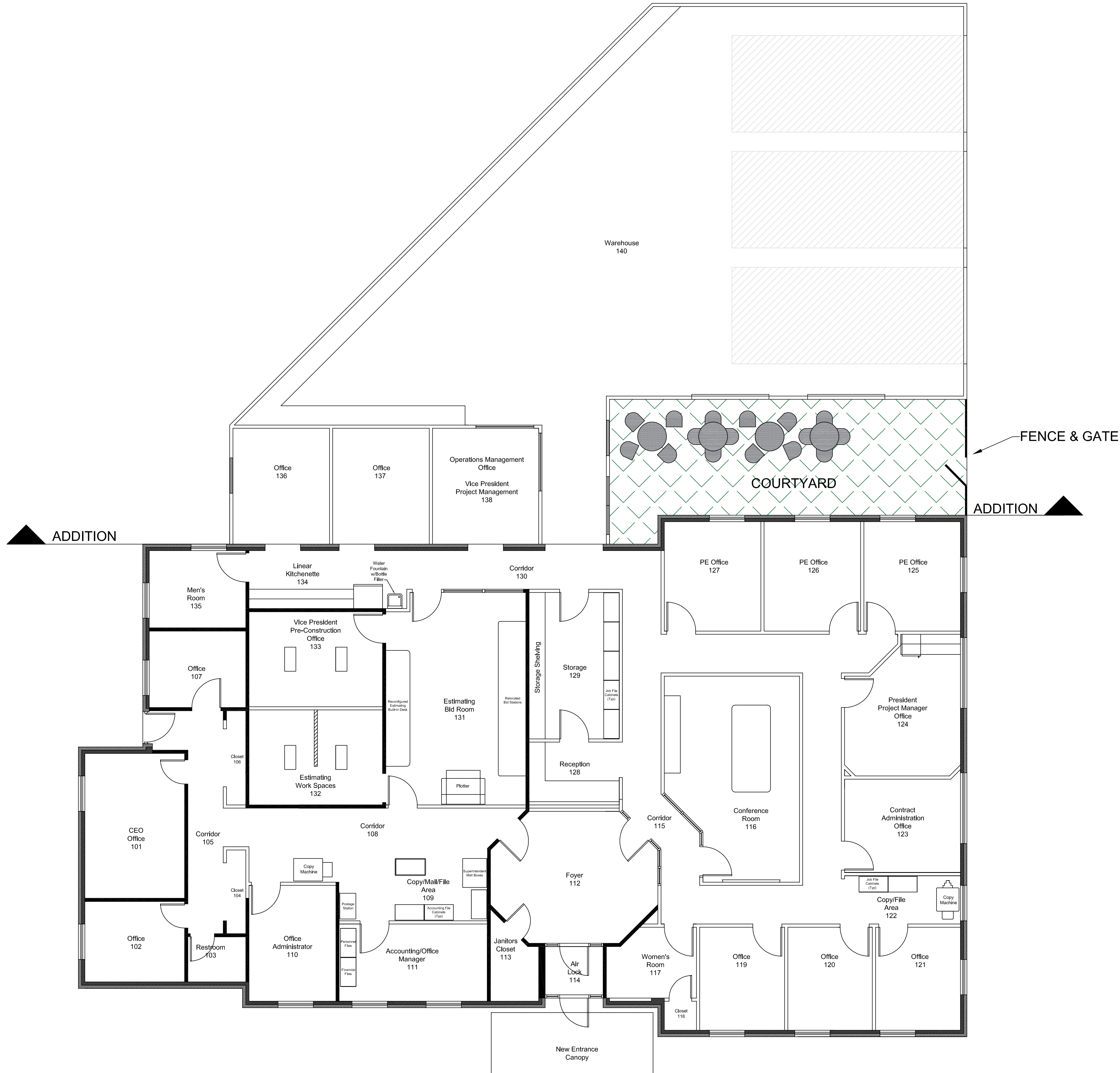
Sheet Name Original Site Plan	C1
Date 15 May 2023	
Scale None	





*Hermitage Road  
(Var. Width Public R/W)*





General Notes

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DRAWINGS FOR  
REVIEW &  
DISCUSSION

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No.	Revision/Issue	Date

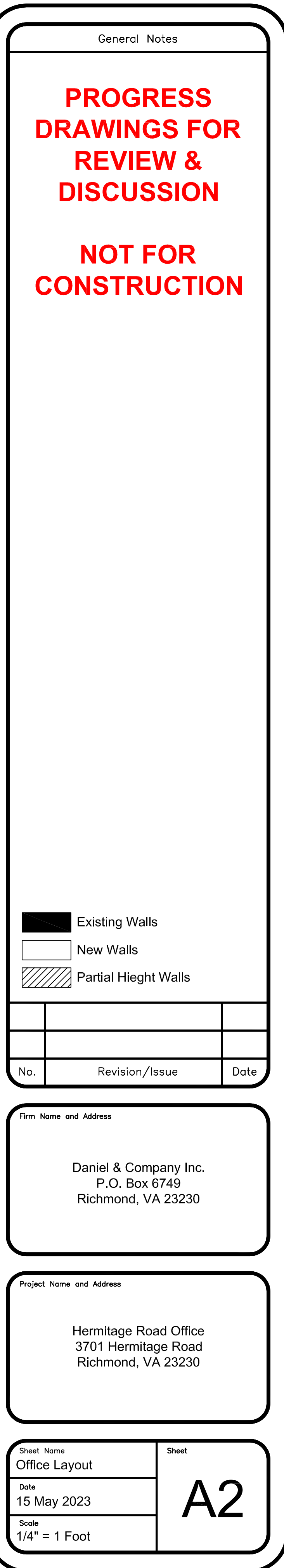
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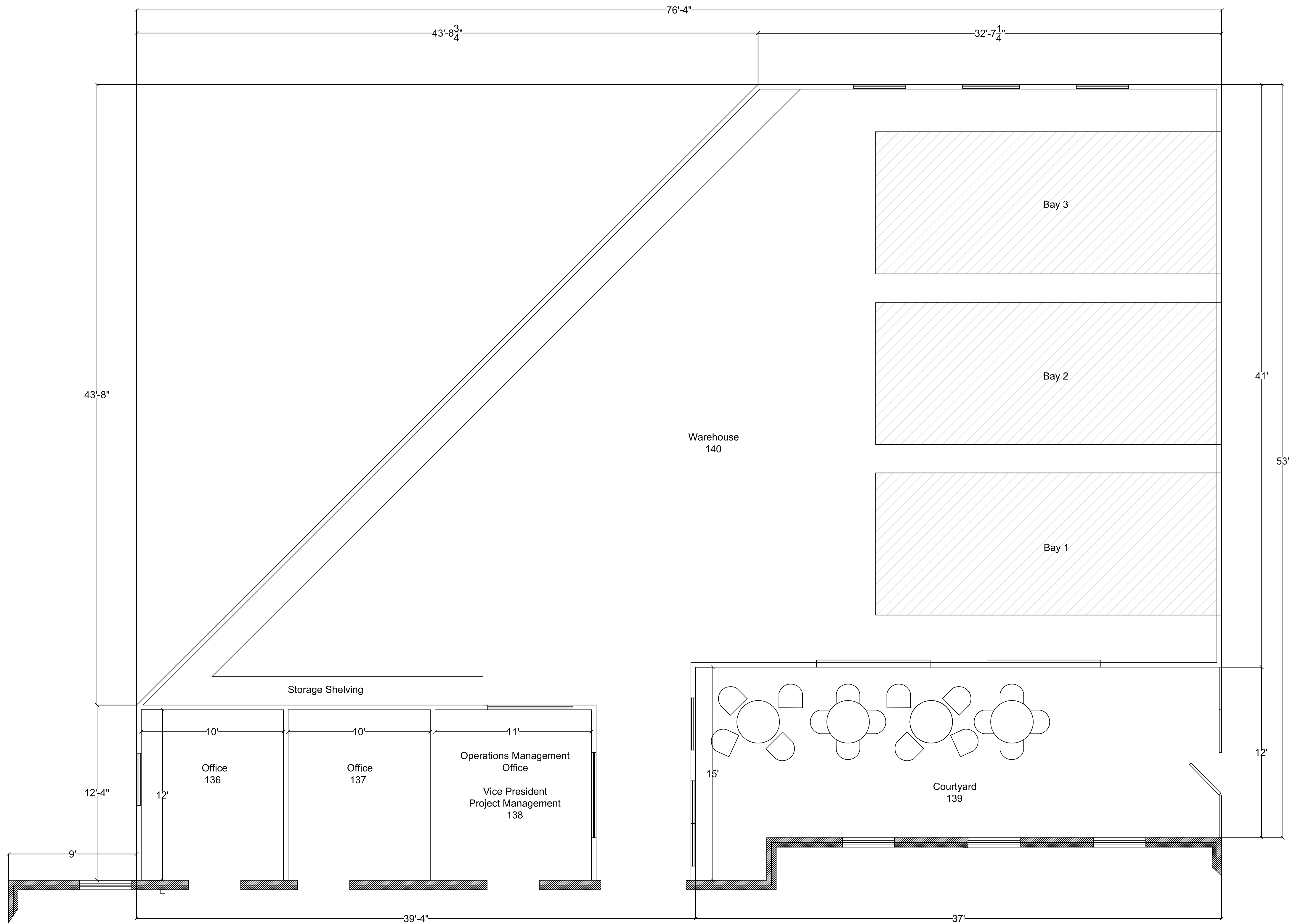
Daniel & Company Inc.  
P.O. Box 6749  
Richmond, VA 23230

Project Name and Address

Hermitage Road Office  
3701 Hermitage Road  
Richmond, VA 23230

Sheet Name	Sheet
Overall Plan	A1
Date 15 May 2023	
Scale 3/16" = 1 Foot	





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Firm Name and Address

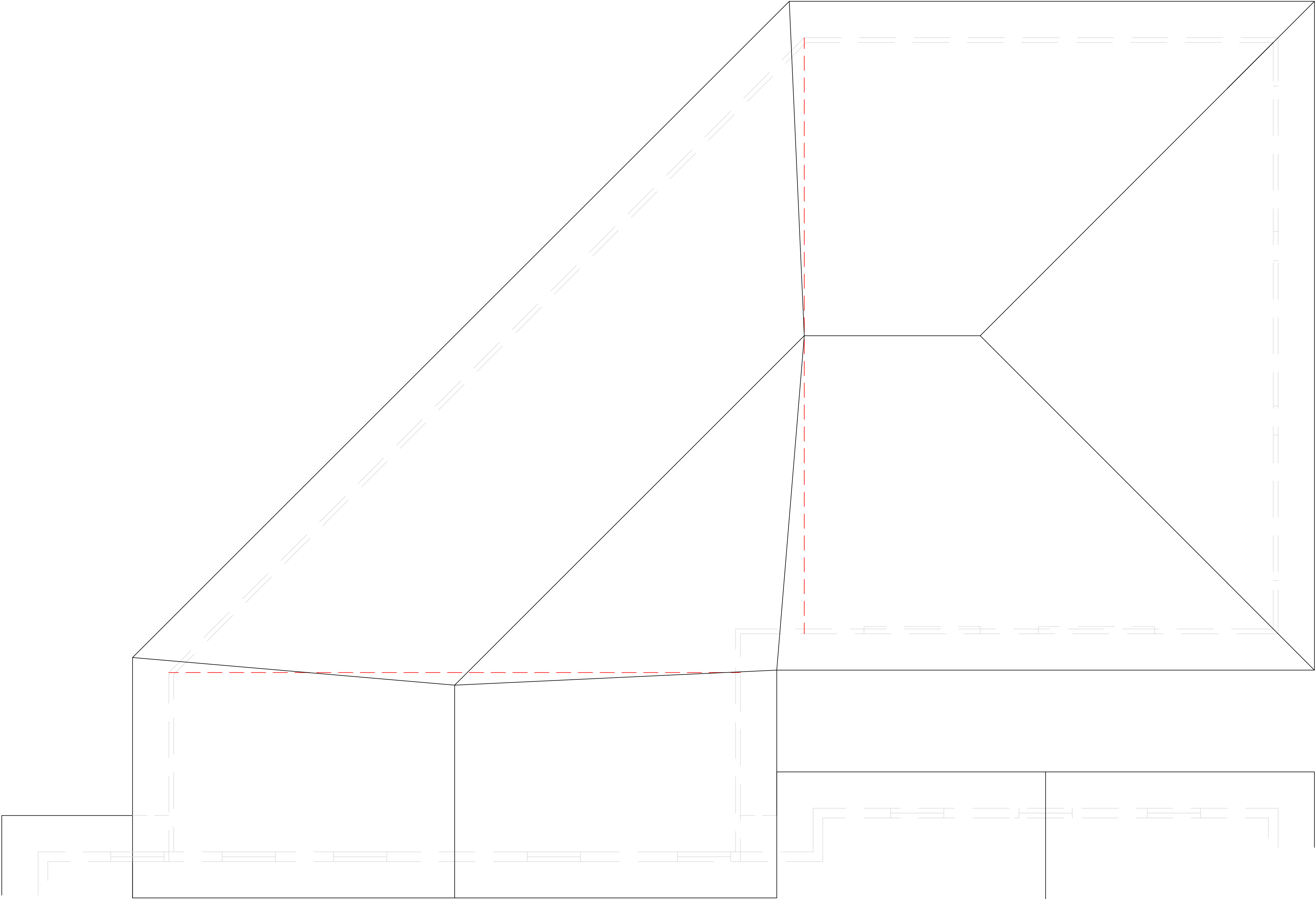
Daniel & Company Inc.  
P.O. Box 6749  
Richmond, VA 23230

Project Name and Address

Hermitage Road Office  
3701 Hermitage Road  
Richmond, VA 23230

Sheet Name	A3
Addition Plan	
Date 15 May 2023	
Scale 1/4" = 1 Foot	





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Firm Name and Address

Daniel & Company Inc.  
P.O. Box 6749  
Richmond, VA 23230

Project Name and Address

Hermitage Road Office  
3701 Hermitage Road  
Richmond, VA 23230

Sheet Name

Addition Roof Plan

Date

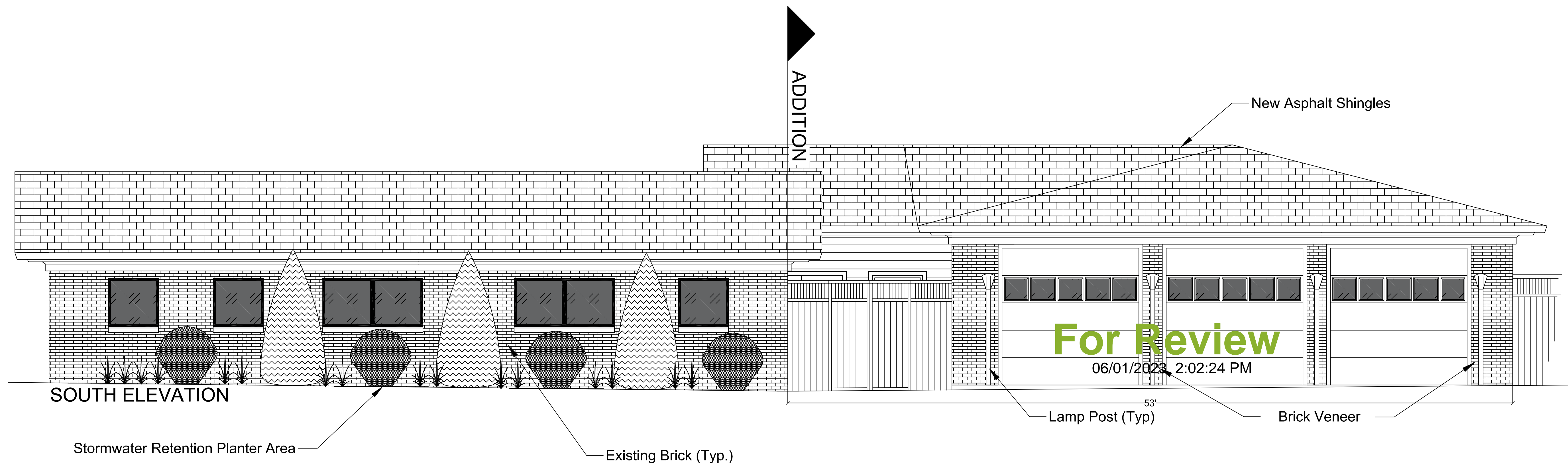
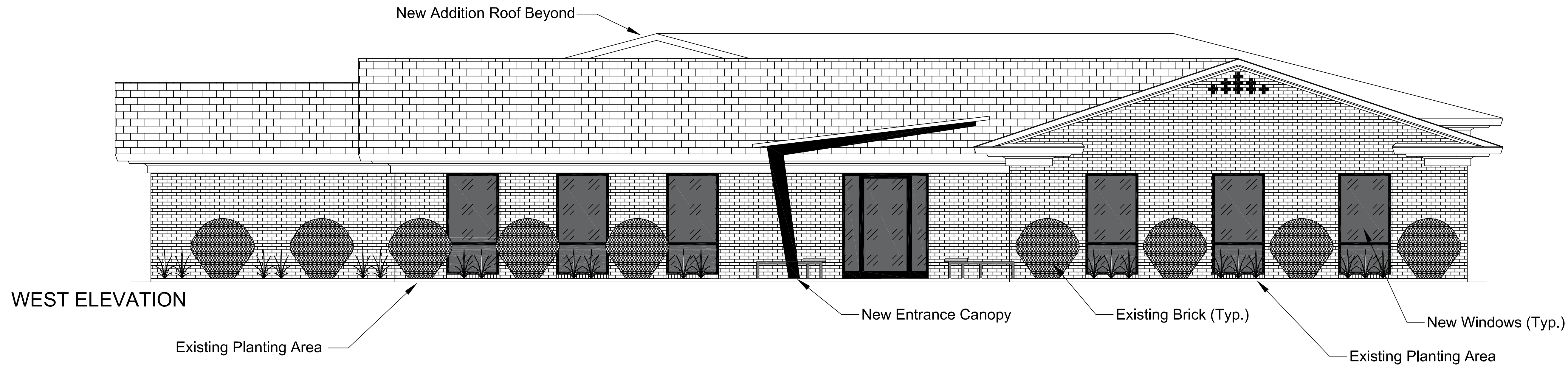
15 May 2023

Scale

1/4" = 1 Foot

Sheet

A4



General Notes

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CONSTRUCTION**

No.	Revision/Issue	Date

Firm Name and Address

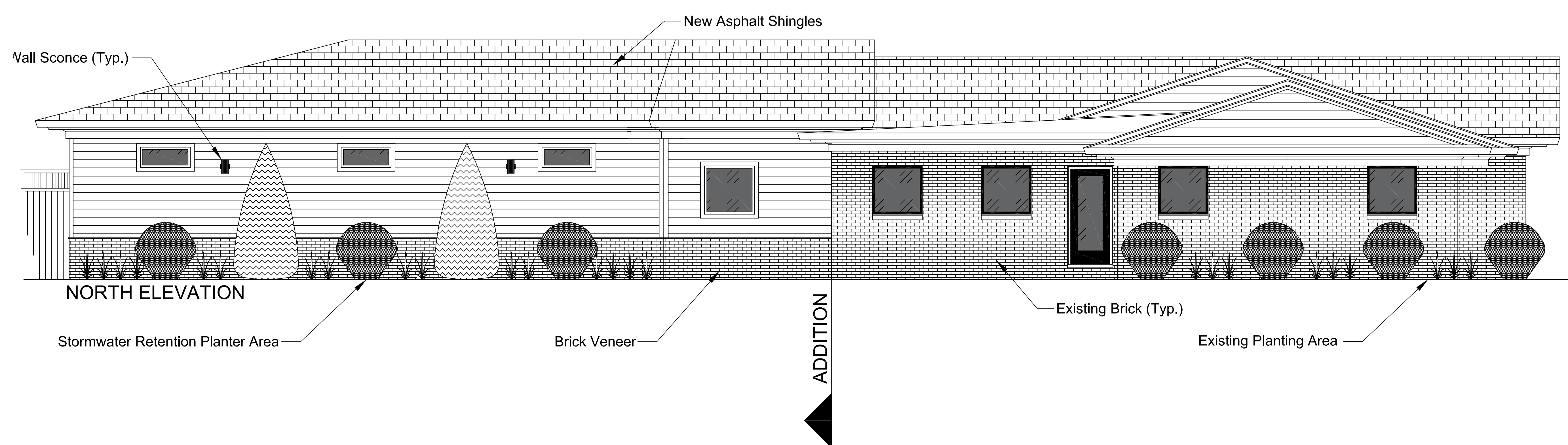
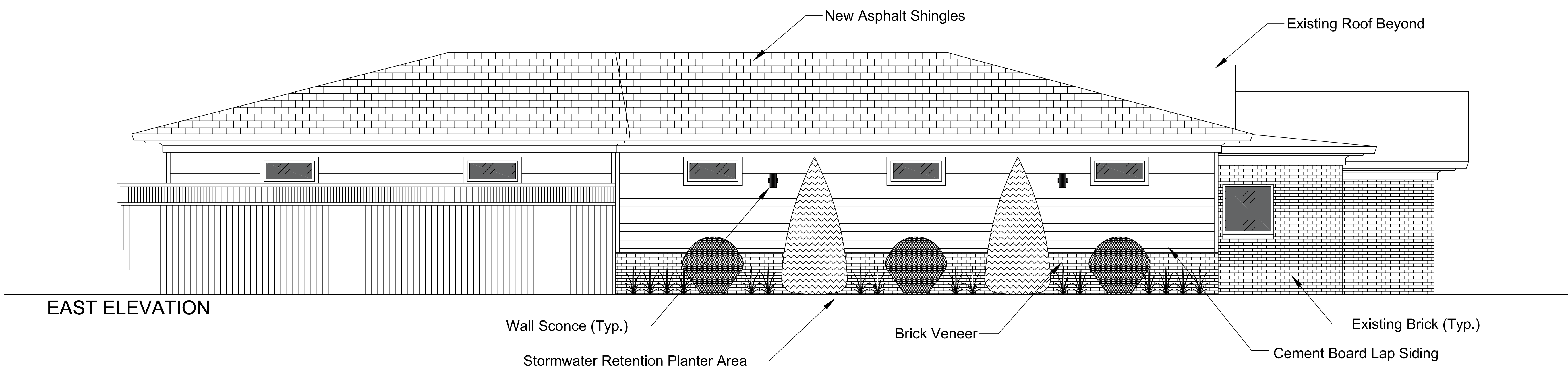
Daniel & Company Inc.  
P.O. Box 6749  
Richmond, VA 23230

Project Name and Address

Hermitage Road Office  
3701 Hermitage Road  
Richmond, VA 23230

Sheet Name W & S Elevations	A5
Date 15 May 2023	
Scale 1/4" = 1 Foot	

8297 5/15/2023 3207 Hermitage Road Office.dwg



General Notes

PROGRESS  
DRAWINGS FOR  
REVIEW &  
DISCUSSION

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CONSTRUCTION

No.	Revision/Issue	Date

Firm Name and Address

Daniel & Company Inc.  
P.O. Box 6749  
Richmond, VA 23230

Project Name and Address

Hermitage Road Office  
3701 Hermitage Road  
Richmond, VA 23230

Sheet Name E & N Elevations	Sheet A6
Date 15 May 2023	
Scale 1/4" = 1 Foot	