



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: 2301 Grove Avenue

Date: 12/04/2022

Tax Map #: W0001039012 Fee: \$300

Total area of affected site in acres: 165 sq ft.

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

Zoning

Current Zoning: Residential

Existing Use: Residential

Proposed Use

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

Use the detached two story carriage house as an AirBnB

Existing Use: Home office during Covid, most recent AirBnB (See applicants report).

Is this property subject to any previous land use cases?

Yes

No

☐☒

If Yes, please list the Ordinance Number: _____

Applicant/Contact Person: Marc Oosterhuis

Company: _____

Mailing Address: 2301 Grove Avenue

City: Richmond

State: VA

Zip Code: 23220

Telephone: (804) 396-5952

Fax: ()

Email: marceasthouse@gmail.com

Property Owner: Marc Oosterhuis and Taylor Bell Falls

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: 2301 Grove Avenue

City: Richmond, VA 23220

State: VA

Zip Code: 23220

Telephone: (804) 396-5952

Fax: ()

Email: marceasthouse@gmail.com

Property Owner Signature:

Marc Oosterhuis

Marc Oosterhuis

Taylor B. Falls

804.399.6339

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)

Special Use Permit Application
2301 Grove Avenue

Applicants Report

December 11, 2022

We respectfully request a Special Use Permit to use our existing two story detached Carriage House as an STR on AirBnB.

On April 10, 2022 we applied for an AirBnB license with the City of Richmond (Permit number STR-100539-2022) for the carriage house. We had participated in some of the Richmond information sessions pertaining to AirBNB with proposed changes and were under the impression that all the requirements were met and that approval would be a formality.

We (owners) live in the house on the same property (2301 Grove Avenue) full time.

In anticipation of the license approval we set up an account with AirBNB to “test the waters” in terms of pricing and interest. AirBnB was satisfied that we had applied for the license with the City of Richmond.

While awaiting a response on our license application:

We rented the carriage house from May 1, 2022 to December 4, 2022 and we had 28 rentals with AirBnB for the Carriage House:

The vast majority of the stays were for two weekend nights (Friday and Saturday)

We had all 5 star (Perfect) ratings.

We have limited the occupancy to two (2) two adults max.

No children or pets permitted. No Parties, etc.

We have included a few of the quotes from guests that may be helpful:

“Didn’t have any issues with offstreet parking and it’s in walking distance to a lot of restaurants/shops”.

“very walkable section of the Fan neighborhood, with plentiful street parking despite the city location”

(Full transcript of all the 20 guest comments is available upon request)

AirBnB is submitting the taxes it collected for these above referenced rentals directly to the City of Richmond.

During this period I checked back frequently on the city portal to check on the status of our license application. We thought that the lack of response was due to the city permit backlog. It was not until I read an article that the city had caught up on all its permits that I contacted the city by phone (November 28, 2022). This is when I learned about a Special Use Permit requirement. Upon learning this news we have blocked open dates and are not accepting any new rentals through AirBnB pending this Special Use Application.

Notes with the plans:

We are not proposing to make any changes to the exterior or interior of the carriage house. No signage, no landscaping, etc.



Street Front

Back

Alley Side

CourtYard side

Access to the carriage house is not from the street but through the door located in the walled courtyard. The original wooden doors on the street side are for emergency exit only.

Parking: is not an issue on our section of Strawberry Street see comments from guests above and Neighbors below. Especially on the weekend parking is very readily available.

Earlier in 2022 we replaced the roof on the carriage house with the same metal roofing as the original roof but added insulation. We also replaced all the windows with more energy efficient windows.

Marc Oosterhuis

Taylor Bell Falls

Neighbor Approvals:

Please find below confirmation from our three 3 immediate neighbors that they do not object to our application:

110 Strawberry Street (Gregg Winter)

2303 Grove Avenue (John Eiler)

2225 Grove Avenue (Kim Wright)

Dec 10, 2022, 9:15

PM (14 hours ago)

Kim Wright

to me

Yes, I approve. 😊

On Sat, Dec 10, 2022 at 5:23 PM Marc Oosterhuis <marceasthouse@gmail.com> wrote:

Kim Wright (Neighbor)

2225 Grove Avenue

Dear Kim,

We are applying for an AirBnB License for our Carriage House and would like your support.

We are limiting the occupancy to a maximum of two (2) adults.

No kids, no pets, no parties.

Rentals will likely be primarily Friday and Saturday evening.

Guests will be entering through the garden door. We are not making any changes to the carriage house.

Would you be willing to reply to this email stating that you have no objections as our neighbor?

Marc and Taylor

[2301 Grove Ave](#)

[\(804\)](#) 396-5952

Sat, Dec 10, 4:58

PM (18 hours
ago)

John Eiler

to me

Dear Marc & Taylor,

I have no objections.

Thank you,

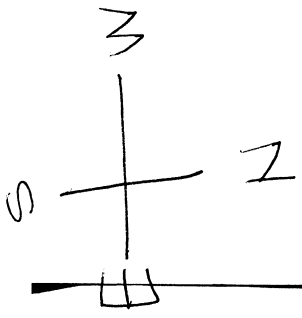
John Eiler

804.687.0305

From Gregg Winter

110 StrawBerry Street

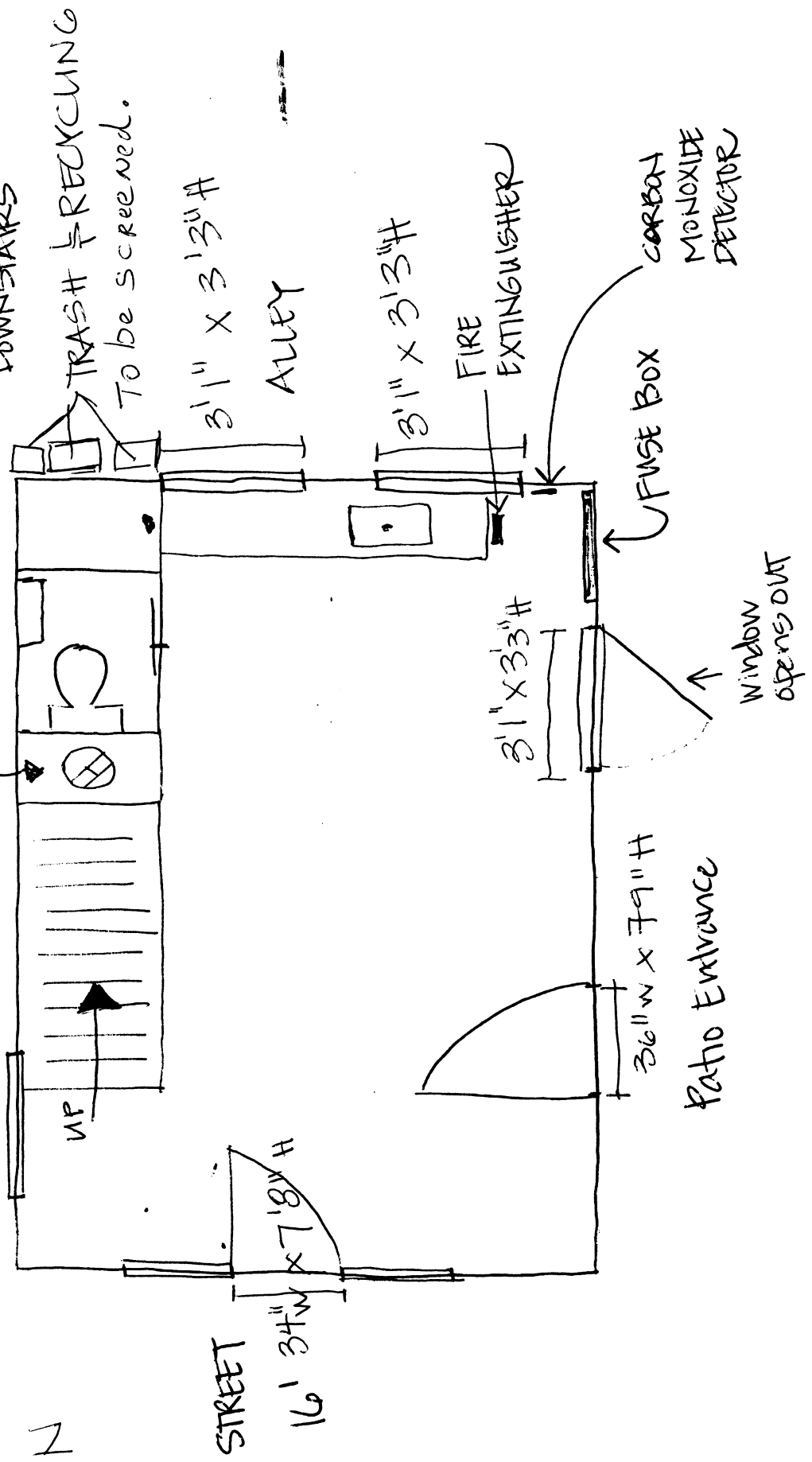
Text message “ Yes to your email, will be good for 2 people”



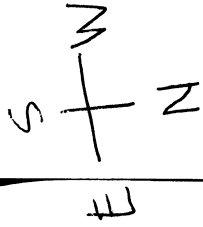
22' ALLEY

2301 GROVE AVENUE
CARRIAGE HOUSE
DOWNSTAIRS

Hot H₂O Heater

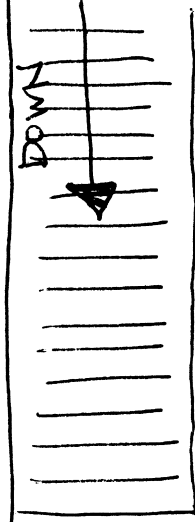


December 21, 2022
Marc Oosterhuis *M.O.*



22' ALLEY

2301 GROVE AVENUE
CARRIAGE HOUSE
UPSTAIRS



STREET

16'

5'1" x 5'7" H

3'1" x
3'3" H

ALLEY

window

opens out

Fire
Extinguisher

SMOKE DETECTOR

BED

PATIO

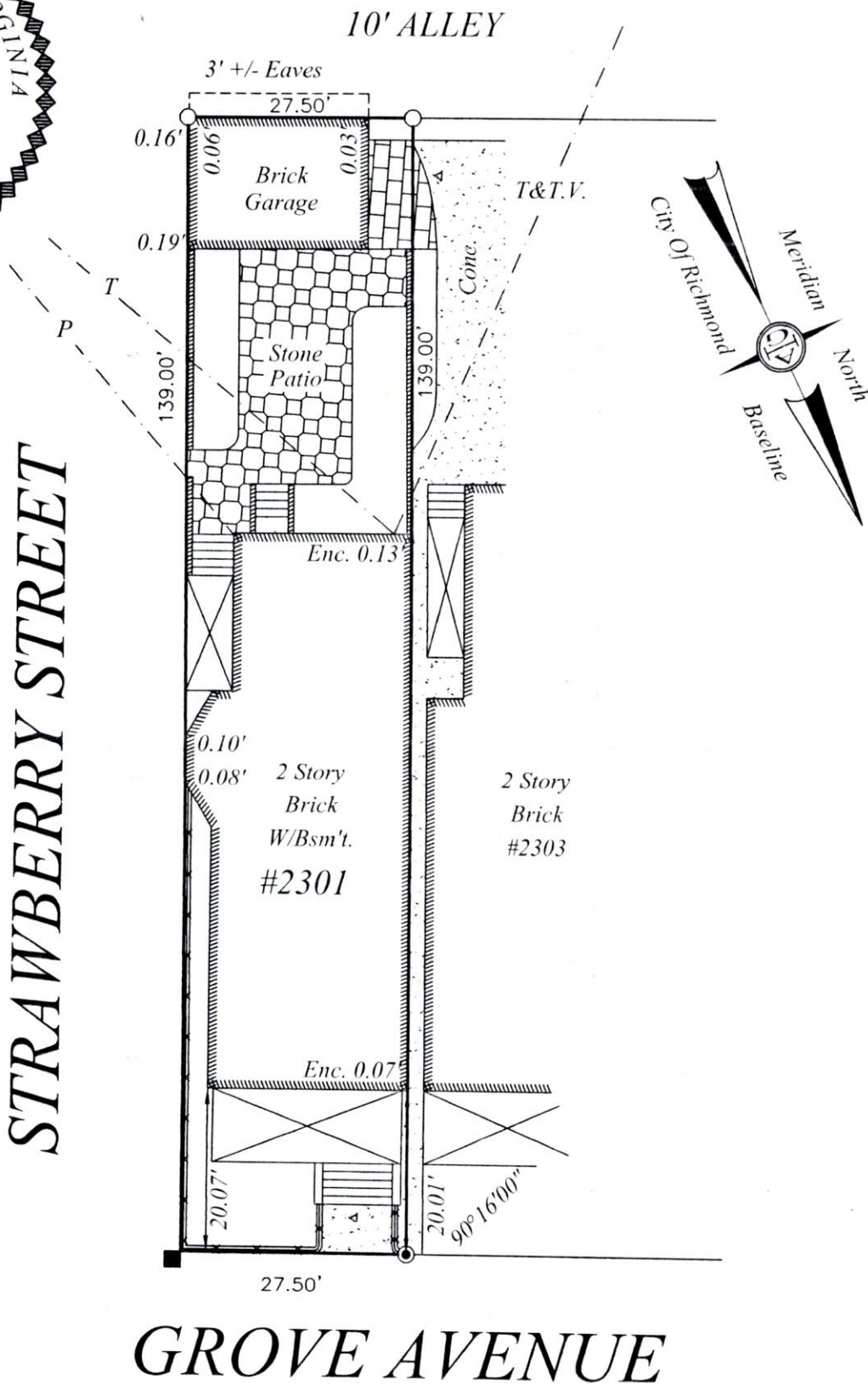
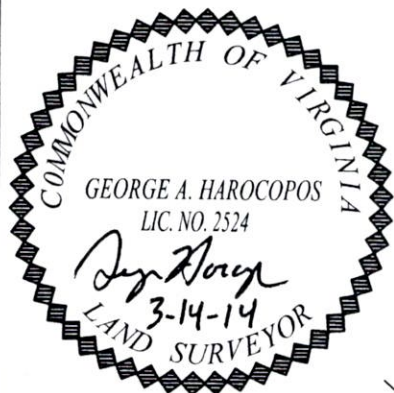
December 21, 2022

Marc Osterhuis *Map & Plot*

This is to certify that on 3/14/14
I made an accurate field survey of the known premises
shown hereon; that all improvements known or visible
are shown hereon; that there are no encroachments by
improvements either from adjoining premises, or from
subject premises upon adjoining premises, other than
shown hereon.

NOTE: THIS LOT APPEARS
TO BE IN FEMA FLOOD ZONE
X AS SHOWN ON HUD
COMMUNITY PANEL NUMBERS
5101290037D

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



LEGEND

- Stone/F
- Rod/F
- Nail/F

SURVEY OF
LOT AND IMPROVEMENTS THEREON LOCATED AT
#2301 GROVE AVENUE
RICHMOND, VIRGINIA

JN 43692

A. G. HAROCOPOS & ASSOCIATES, P.C.

CERTIFIED LAND SURVEYOR AND CONSULTANT

4920 E. MILLRIDGE PKWY. SUITE 200 MIDLOTHIAN VA. 23112

Office 804 744 2630 FAX 804 744 2632

E-MAIL AGHAROCOPOS@VERIZON.NET

Scale 1"=20' Date 3/14/14 Drawn by GAH

NOTE: PLAT PREPARED FOR THE EXCLUSIVE
USE OF THE CONVEYANCE TO
Marc G. Oosterhuis