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: 3301 Park Avenue and 3303 Park Avenue Date: 05/12/2023
Tax Map #: W0001518016 & W0001518017 Fee: $200.00
Total area of affected site in acres: 0.16 Acres

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

Zoning

Current Zoning: R-6 Single Family Residential

Existing Use: Residential

Proposed Use

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

Existing Use: Residential

Is this property subject to any previous land use cases?

Yes ☑ No ☐ If Yes, please list the Ordinance Number: 2022-232

Applicant/Contact Person: Tim Hayes
Company: Serliana Architecture Pllc
Mailing Address: 3303 Kensington Ave
City: Richmond State: VA Zip Code: 23221
Telephone: (610)574-0223 Fax: ( )
Email:

Property Owner: Park Tilden, LLC
If Business Entity, name and title of authorized signee: Robert (Bob) Englander

(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: 2756 E Brigstock Rd.
City: Midlothian State: VA Zip Code: 23113
Telephone: (804)405-8787 Fax: ( )
Email: bob@cathfordconsulting.com

Property Owner Signature:

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)

SERLIANA
ARCHITECTURE

May 12th, 2023

Matthew Ebinger

Land Use Administration Division, Room 511

City Hall, 900 East Broad Street

Richmond, Virginia 23219

Re: 3301-3303 Park Avenue – Special Use Permit Amendment

Matthew,

I am pleased to serve as Architect for Park-Tilden LLC's Special Use Permit Amendment. Working within the existing SUP for 3301-3303 Park Avenue, adopted December 12th, 2022, the amended design meets all written conditions of the existing ordinance. It also uses the same site plan, off-street parking layout, setbacks, heights, and adjacent architectural alignments (porches, cornices, etc.) identified in the ordinance drawings. Additionally, the materials are intended to be consistent from the previous iteration; notably brick on the primary facades and horizontal siding for the rear of the buildings. The revised drawing submission includes the original civil plans which were only modified in a non-material way to accurately portray the new interior layout within the units themselves. The perspectives, plans, and elevations are presented in the same format as the existing ordinance drawings to facilitate a comparative understanding of the revised design.

The motivation for the compositional changes in the design stems from an effort to reflect and extend the character of the Museum District neighborhood. The primary exterior change to the front façades was replacing third floor balconies with dormers that are appropriately scaled for the massing. Additionally, the side façades were simplified and flattened using brick to match the few neighborhood homes that have had a full third floor buildout. Optional chimneys have been added for gas fireplaces, and the optional elevator roof access penthouses remain unchanged from the original ordinance. The architectural detailing of columns, entablatures, jack arches, brick corbels, etc., have been inspired by various homes in the neighborhood. The revised design, while adhering to the existing ordinance, massing, and project development goals, intends to fit contextually within the existing urban fabric of the Museum District.

Sincerely,

Timothy Hayes, AIA

thayes@serliana.co
(610) 574-0223

www.SERLIANA.co

3303 Kensington Avenue
Richmond, Virginia 23221

GENERAL NOTES

1. OWNER/DEVELOPER: PARK TILDEN,, LLC
2756 E. BRIGSTOCK RD
MIDLOTHIAN, VA 23113
ATTN: ROBERT ENGLANDER
EMAIL: BOB@CATHFORDCONSULTING.COM
PHONE: 804.405.8787

2. ENGINEER: SEKIV SOLUTIONS
14207 POND CHASE PLACE
MIDLOTHIAN, VA 23113
ATTN: KEITH STANLEY
EMAIL: KSTANLEY@SEKIVSOLUTIONS.COM
PHONE: 804.363.0394

3. PROPERTY ADDRESS: 3301 & 3303 PARK AVENUE
RICHMOND, VA 23221

4. PROPERTY ZONING: R-6 - SINGLE FAMILY ATTACHED RESIDENTIAL

5. MAP REFERENCE NUMBER: W0001518016 & W0001518017

6. PROJECT SUMMARY: THE PROJECT WILL CONSIST OF THE CONSTRUCTION OF A 4-UNIT SINGLE FAMILY ATTACHED DEVELOPMENT WITH A IN GARAGE PARKING

7. EXISTING USE: SINGLE FAMILY

8. PROPOSED USE: SINGLE FAMILY ATTACHED DWELLINGS

9. ACREAGE: TOTAL PARCEL ACREAGE: 0.16± ACRES
DISTURBED ACREAGE: 0.16± ACRES

10. BUILDINGS: 4 - SINGLE FAMILY ATTACHED DWELLINGS
SQUARE FOOTAGE: TBD BY BUILDING PERMIT
HEIGHT: 45± FEET

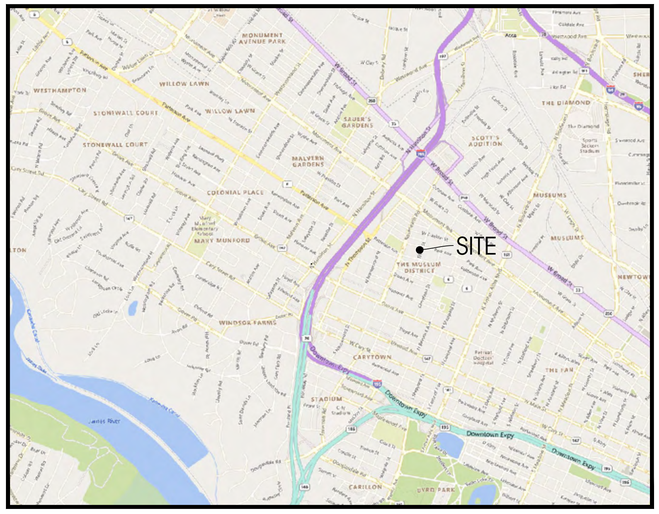
11. PARKING: SINGLE FAMILY ATTACHED:
1 SPACE PER DWELLING UNIT
4 SPACES REQUIRED

TOTAL PROVIDED:
8 SPACES WITHIN RESIDENTIAL UNITS

BICYCLE PARKING
WITHIN RESIDENTIAL UNITS

PARK & TILDEN ROW HOUSES
SPECIAL USE PERMIT PLAN

CITY OF RICHMOND, VIRGINIA



VICINITY MAP
SCALE: 1" = 2000'

SOUTH ZONE (NAD83)

Sheet List Table	
Sheet Number	Sheet Title
C-001	COVER SHEET
C-101	EXISTING CONDITIONS AND DEMOLITION PLAN
C-102	LAYOUT AND UTILITY PLAN

REQUIRED PERMITS
BUILDING PERMIT
UTILITIES PERMIT
LAND DISTURBANCE PERMIT
TRADE PERMITS
WORK IN STREET PERMIT

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TELEPHONE NO. 804.938.8864 | www.sekivsolutions.com

QUALITY ASSURANCE : S. OWENS
PROJECT MANAGER : K. STANLEY
PROJECT NO. : 10548
SCALE : AS SHOWN

COMMONWEALTH OF VIRGINIA
KEITH D. STANLEY
Lic. No. 045811
9/22/2022
PROFESSIONAL ENGINEER

DATE : DECEMBER 17, 2021

REVISION BLOCK

DATE	DESCRIPTION
MAR. 29, 2022	PER CITY COMMENT
SEPT. 1, 2022	PER CITY COMMENT
SEPT. 22, 2022	PER CITY PC RECOMMENDATION

Robert P. Englander Jr.
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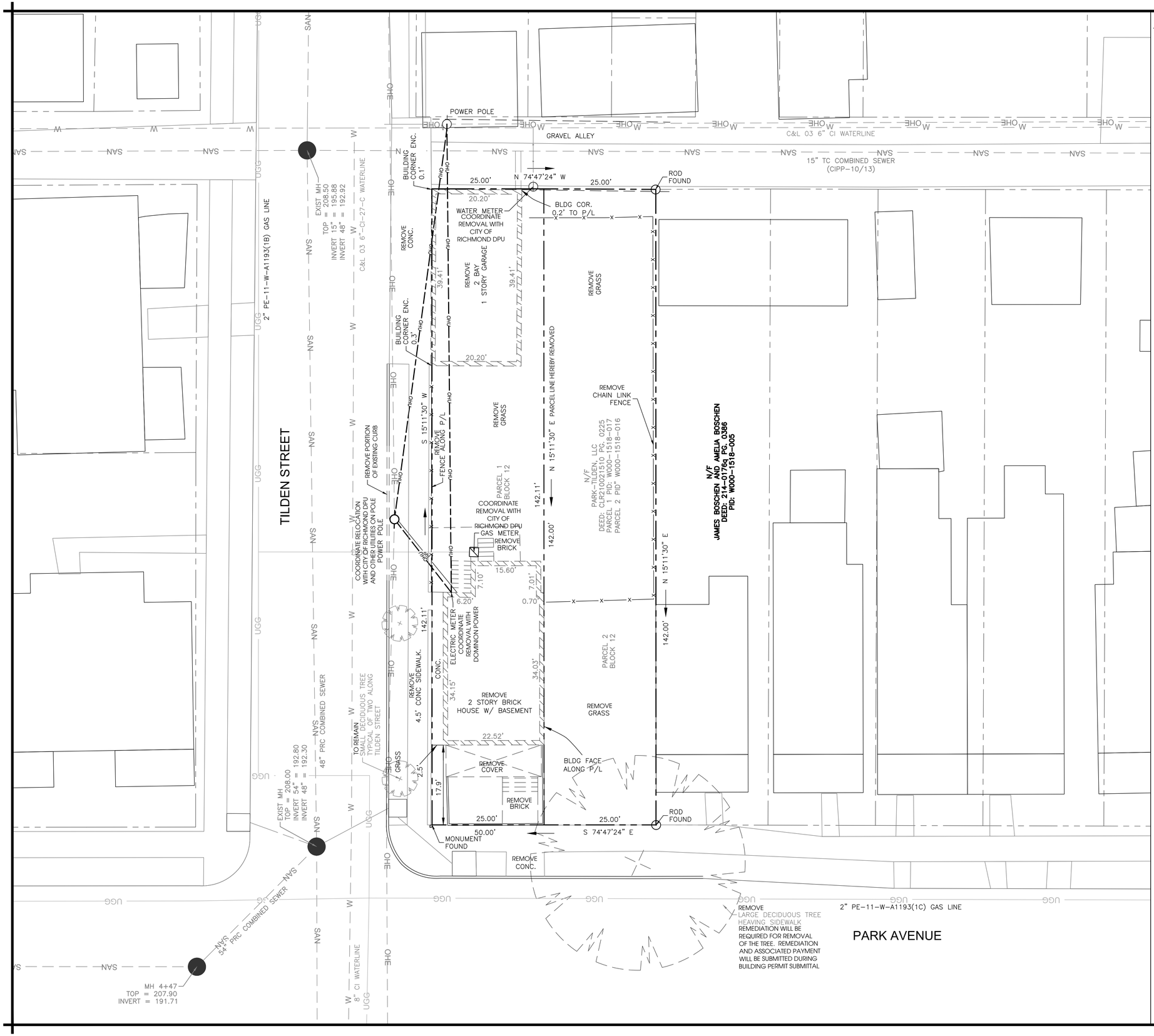
PARK & TILDEN ROW HOUSES
CITY OF RICHMOND, VA

COVER SHEET

SHEET NO.
C-001



DEMOLITION AND E&S NOTES:

1. A PRE-CONSTRUCTION CONFERENCE IS MANDATORY BEFORE ANY WORK IS DONE AT THE SITE. ARRANGE A MEETING WITH THE CONTRACTOR, OWNER, ENGINEER AND THE CITY INSPECTOR (OR AUTHORIZED REPRESENTATIVE). THE OWNER MUST GIVE THE CITY INSPECTOR 72 HOURS NOTIFICATION TO SCHEDULE AN ON-SITE PRE-CONSTRUCTION MEETING.
2. POST PERMITS ON SITE.
3. AT THE TIME OF THE PRE-CONSTRUCTION MEETING, TWO STANDARD SIGNS MUST BE INSTALLED ON EACH SIDE OF THE CONSTRUCTION ACCESS. THESE SIGNS MAY BE INSTALLED ON TRIPOD DEVICES AND SHOULD STATE EITHER "CONSTRUCTION ENTRANCE AHEAD" OR "TRUCKS ENTERING HIGHWAY".
4. INSTALL CONSTRUCTION ENTRANCE AND SILT FENCE AS SHOWN ON THE EROSION AND SEDIMENT CONTROL PLAN.
5. DISTURB ONLY THE PORTION OF THE SITE NEEDED TO INSTALL PERIMETER EROSION CONTROL DEVICES IN ACCORDANCE WITH REGULATIONS IN THE VA E&S HANDBOOK. DISTURBANCE OUTSIDE OF THE PRELIMINARY LIMITS OF DISTURBANCE IS NOT ALLOWED UNTIL ALL PERIMETER MEASURES ARE INSTALLED, FUNCTIONING, AND INSPECTED.
6. THE CONTRACTOR IS TO COORDINATE WITH THE OWNER AND ALL UTILITY PROVIDERS INCLUDING BUT NOT LIMITED TO CITY OF RICHMOND DEPARTMENT OF PUBLIC UTILITIES (GAS, SEWER AND WATER), DOMINION ENERGY, AND CABLE, DATA, AND TELEPHONE PROVIDERS TO DISCONNECT ALL UTILITY SERVICES AT THE PROJECT SITE. ALL UTILITY DISCONNECTS ARE TO BE IN CONFORMANCE WITH CITY OF RICHMOND AND UTILITY PROVIDER STANDARDS.
7. BEGIN BUILDING DEMOLITION.
8. BEGIN REMOVAL OF ANY RETAINING WALLS AND STAIRS. CONTRACTOR SHALL TRANSITION GRADE BACK AT A MAXIMUM 2H:1V TO TIE INTO EXISTING GROUND AND IMMEDIATELY STABILIZE SLOPE WITH TEMPORARY SEEDING IN ACCORDANCE WITH THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK.
9. PLAN SHOWS APPROXIMATE LOCATION OF SANITARY SEWER LATERALS. MISS UTILITY DID NOT LOCATE AND SITE SURVEYS COULD NOT LOCATE ANY EVIDENCE OF LATERAL NOR FIND ANY CLEANOUTS. IF LATERAL(S) ARE FOUND, REMOVE EXISTING SANITARY SEWER LATERALS UP TO THE PROPERTY LINE, CUT AND CAP AT PROPERTY LINE, AND AT MAIN IN ACCORDANCE WITH CITY OF RICHMOND DEPARTMENT OF PUBLIC UTILITY STANDARDS. CUTTING AND CAPPING THE SEWER LATERALS AT THE MAIN WILL BE PERFORMED BY THE CONTRACTOR VIA WORK IN STREET PERMIT WITH PUBLIC UTILITIES INSPECTIONS
10. PLAN SHOWS LOCATION OF WATER SERVICE WITH 3/4" METER PER SURVEY. REMOVE EXISTING WATER SERVICE LINES UP TO THE PROPERTY LINE, CUT AND CAP AT PROPERTY LINE. COORDINATE WITH THE CITY OF RICHMOND FOR ABANDONMENT AT THE MAIN. REMOVAL OF THE METER BOX AND CAPPING AT THE MAIN WILL BE PERFORMED BY THE CITY OF RICHMOND. CONTACT PUBLIC UTILITIES AT 804.646.8298/8337 TO COORDINATE THIS WORK.
11. DUST PRODUCING OPERATIONS SHALL BE WETTED DOWN TO THE EXTENT NECESSARY TO CONTROL THE DUST.
12. THE CONTRACTOR SHALL PROVIDE AND MAINTAIN EROSION CONTROL MEASURES AT ALL TIMES THROUGHOUT THE DURATION OF THE PROJECT TO PREVENT THE TRANSPORTATION OF ERODED MATERIAL OUTSIDE OF THE CONSTRUCTION LIMITS. TEMPORARY EROSION CONTROL MEASURES SHALL BE EMPLOYED UNTIL SUCH TIME AS THE PERMANENT EROSION CONTROL MEASURES HAVE BECOME ESTABLISHED. ENSURE THAT POSITIVE DRAINAGE IS MAINTAINED AND ALL DRAINAGE IS DIVERTED TO THE PERIMETER EROSION CONTROL MEASURES. ALL EROSION CONTROL MEASURES SHALL BE IN ACCORDANCE WITH THE MINIMUM STANDARDS SET FORTH IN THE LATEST EDITION OF THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK.
13. THE PLAN PROVIDED HEREIN IS THE ATTEMPT TO IDENTIFY ALL THE ELEMENTS REQUIRED FOR THE CONSTRUCTION OF THE DEVELOPMENT. HOWEVER, ELEMENTS NOT IDENTIFIED ON THE FIELD SURVEY OR ON RECORD DATA MAY BE ON SITE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO FAMILIARIZE THEMSELVES WITH THE SITE AND DEMOLISH ALL ITEMS NECESSARY FOR THE CONSTRUCTION OF THE PROJECT. DEMOLITION SHALL INCLUDE COMPLETE BUILDING DEMOLITION INCLUDING BUT NOT LIMITED TO: UTILITY SERVICES, FOOTINGS AND FOUNDATIONS, EXTERIOR IMPROVEMENTS SUCH AS SCREEN WALLS AND FENCING, STORAGE RACKS, DEBRIS, TRASH, AND CONSTRUCTION REMNANTS. SITE IS TO BE LEFT CLEAN AND FREE OF CONSTRUCTION ACTIVITY OPERATIONS, VOIDS WHERE BUILDINGS WERE REMOVED ARE TO BE SEEDED BY CONTRACTOR TO ESTABLISH A NON-EROSIVE GROUND COVER CONDITION.

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PROJECT MANAGER : K. STANLEY
PROJECT NO. : 10548
SCALE : AS SHOWN

COMMONWEALTH OF VIRGINIA
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804.405.8787
bob@cathfordconsulting.com

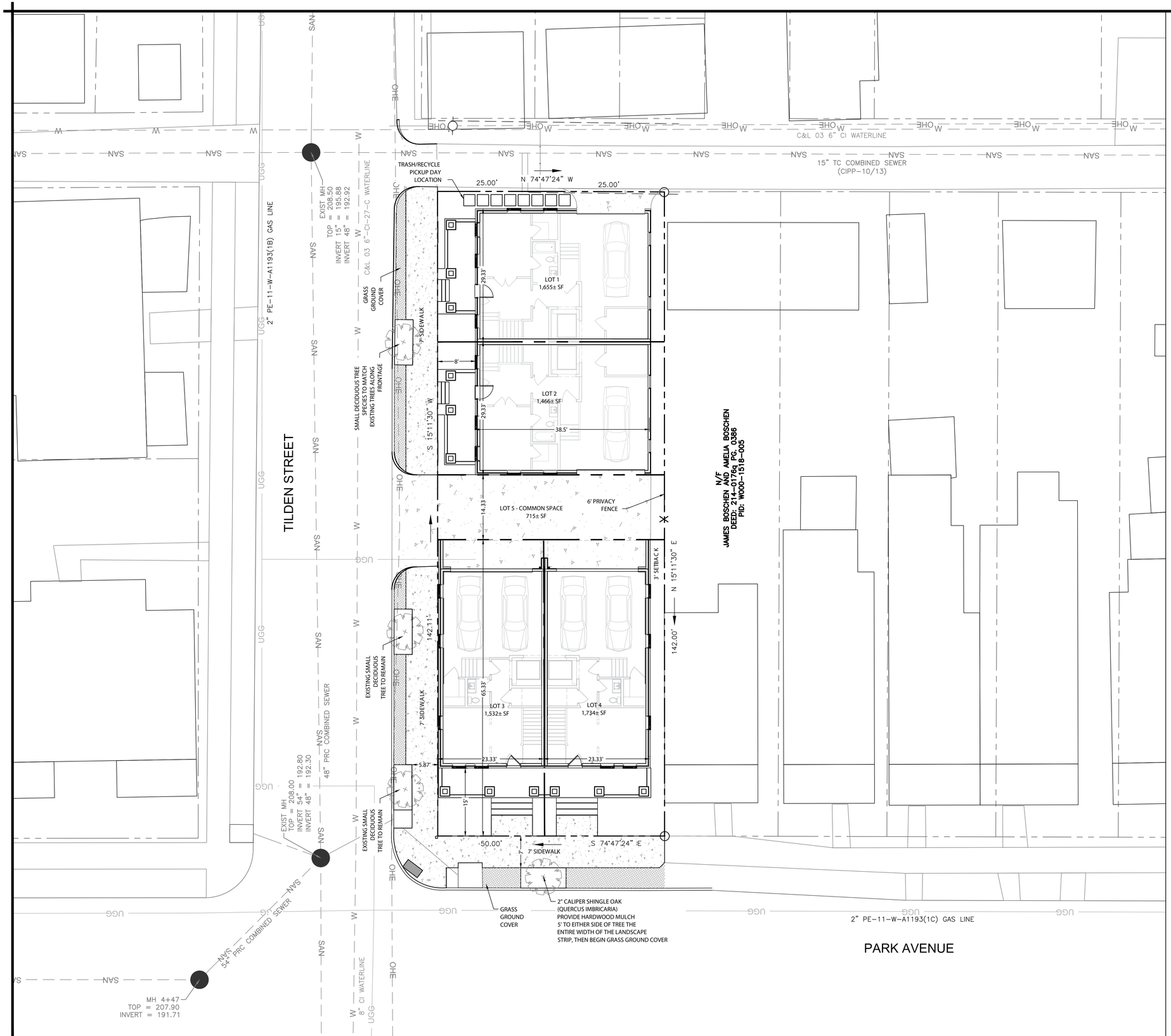
PARK & TILDEN ROW HOUSES

CITY OF RICHMOND, VA

EXISTING CONDITIONS AND DEMOLITION PLAN

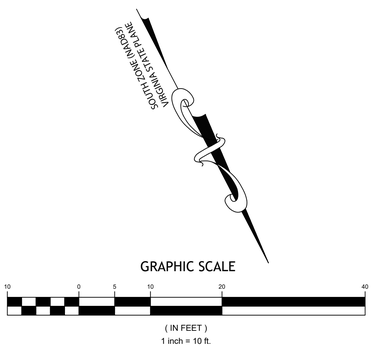
SHEET NO.

C-101



NOTES

1. BUILDING DIMENSIONS AND LOT SIZES ARE APPROXIMATE. DIMENSIONS MAY VARY AT TIME OF BUILDING PERMIT AND SUBDIVISION SUBMISSION
2. WATER AND SEWER CONNECTION(S) WILL BE MADE IN TILDEN STREET AND BE DESIGNED IN ACCORDANCE WITH CITY OF RICHMOND DEPARTMENT OF PUBLIC UTILITIES STANDARDS.
3. REMEDIATION WILL BE REQUIRED FOR ALL TREES REMOVED WITHIN THE RIGHT OF WAY AT THE TIME OF BUILDING PERMIT SUBMISSION.
4. NO AREA LIGHTING IS PROPOSED, ADJACENT STREET LIGHT PROVIDE ADEQUATE LIGHTING. POST LIGHTS MAY BE INSTALLED IN FRONT OF INDIVIDUAL UNITS AT TIME OF BUILDING PERMIT.
5. BIKE STORAGE WILL BE WITHIN INDIVIDUAL UNITS
6. WASTE/RECYCLING CONTAINER STORAGE WILL BE PROVIDED WITHIN GARAGE OF INDIVIDUAL UNITS AND PLACED IN ALLEY FOR PICK-UP
7. ENTIRE SIDEWALK ALONG PROJECT FRONTAGE IS TO BE REPAIRED AND REPLACED TO SUPPORT STREETSCAPE.



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THIS DOCUMENT HAS BEEN MODIFIED BY OTHERS, AND THE SEAL HAS BEEN REMOVED.

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LAYOUT AND UTILITY PLAN

SHEET NO.
C-102

PERSPECTIVES

ERIK BOOTSMA, ARCHITECT

SERLIANA
ARCHITECTURE

11 MAY 2023

3301-3303 PARK AVE

PERSPECTIVES

ERIK BOOTSMA, ARCHITECT

SERLIANA

ARCHITECTURE

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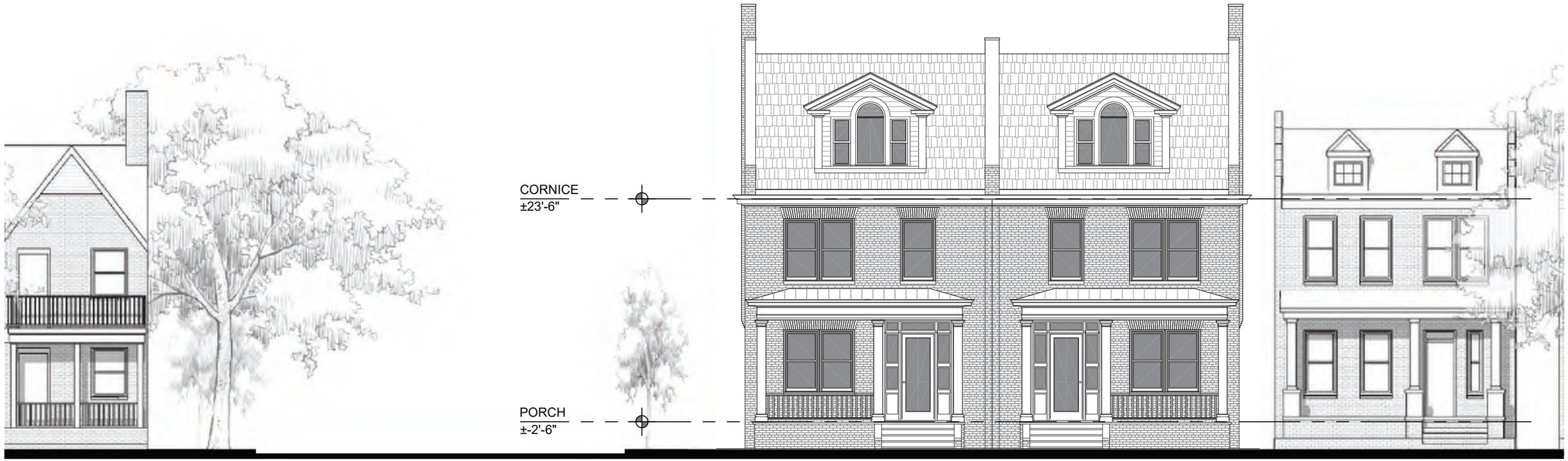


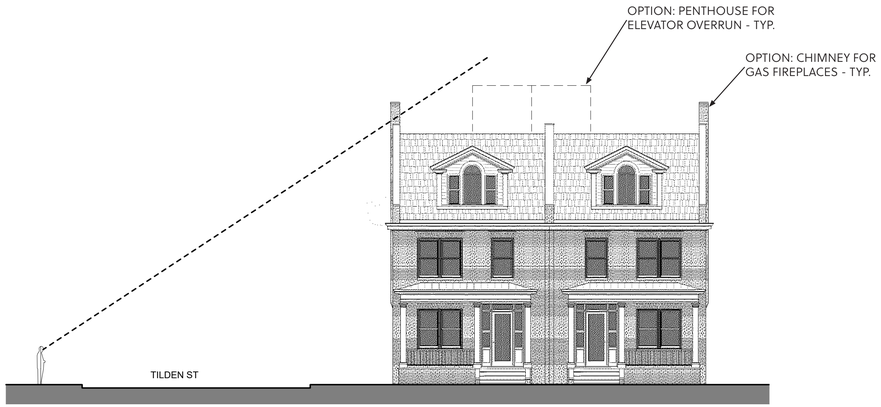
CONTEXT ELEVATION

ERIK BOOTSMA, ARCHITECT

SERLIANA
ARCHITECTURE

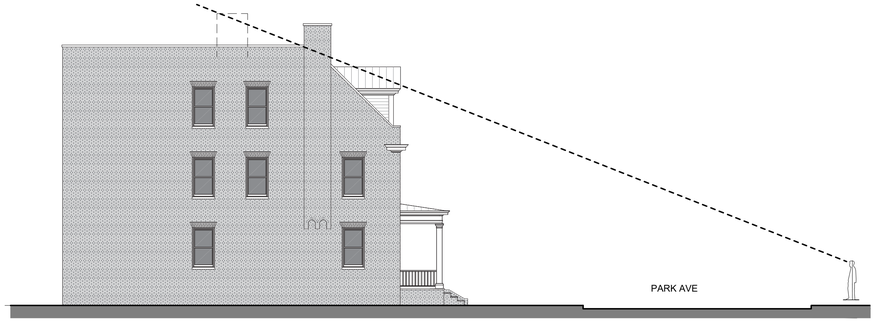
11 MAY 2023

3301-3303 PARK AVE



4 / A12 NORTH ELEVATION - PARK - SIGHT LINE

3/32" = 1'-0"

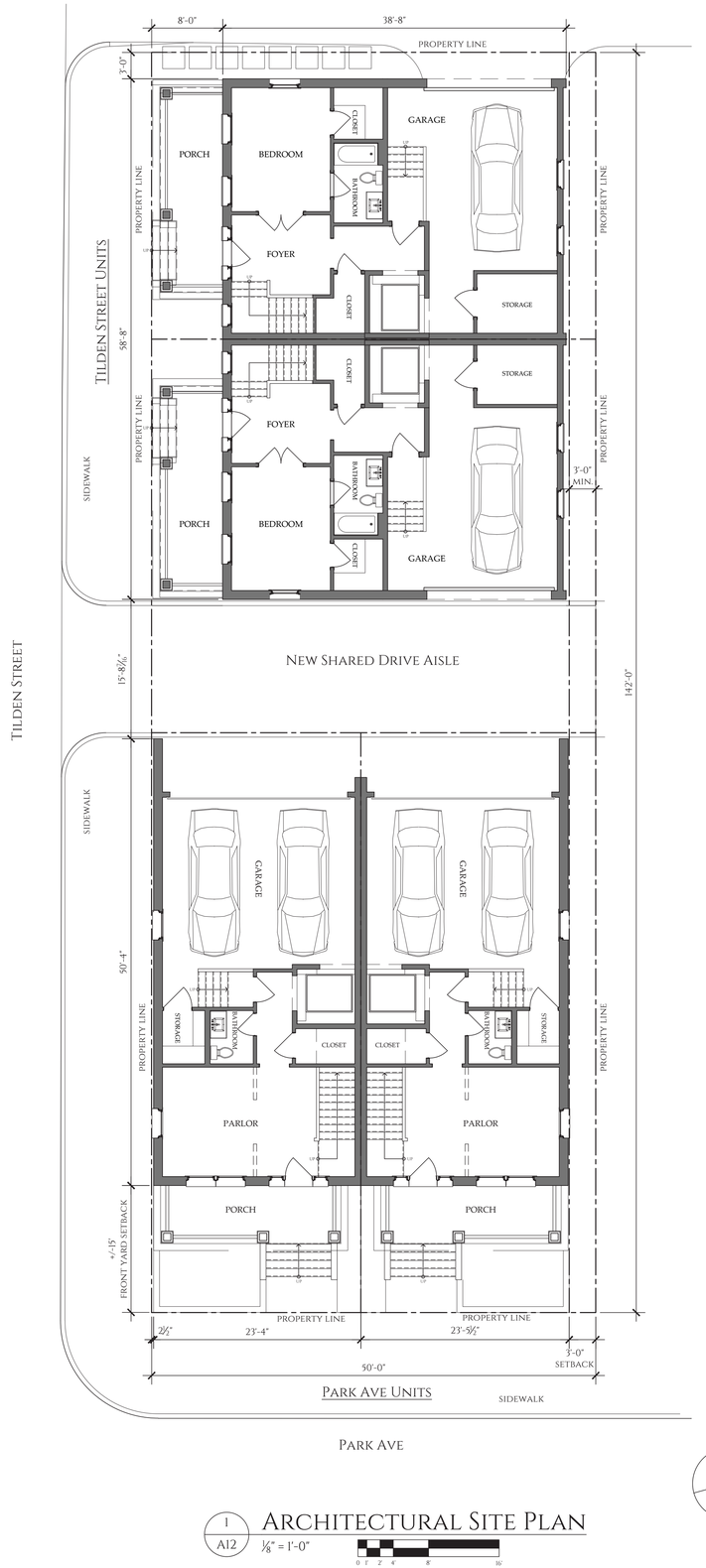


3 / A12 EAST ELEVATION - PARK - SIGHT LINE

3/32" = 1'-0"

2 / A12 NORTH ELEVATION - TILDEN - SIGHT LINE

3/32" = 1'-0"



1 / A12 ARCHITECTURAL SITE PLAN

1/8" = 1'-0"

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ARCHITECTURE & PLANNING
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RICHMOND VIRGINIA, 23221
WWW.BOOTSMADESIGN.COM
804-655-8444

SERLIANA ARCHITECTURE
3303 KENSINGTON AVENUE
RICHMOND VIRGINIA, 23221
610-571-0223

3301-3303 PARK AVENUE

PERMIT DRAWINGS

3301 & 3303 PARK AVENUE
RICHMOND VA 23221

NOT FOR CONSTRUCTION

ARCHITECTURAL SITE PLAN

DATE: 5/10/2023

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

DRAWN BY: EB

JOB #: 2023-07

SHEET: A12

OF: X SHEETS

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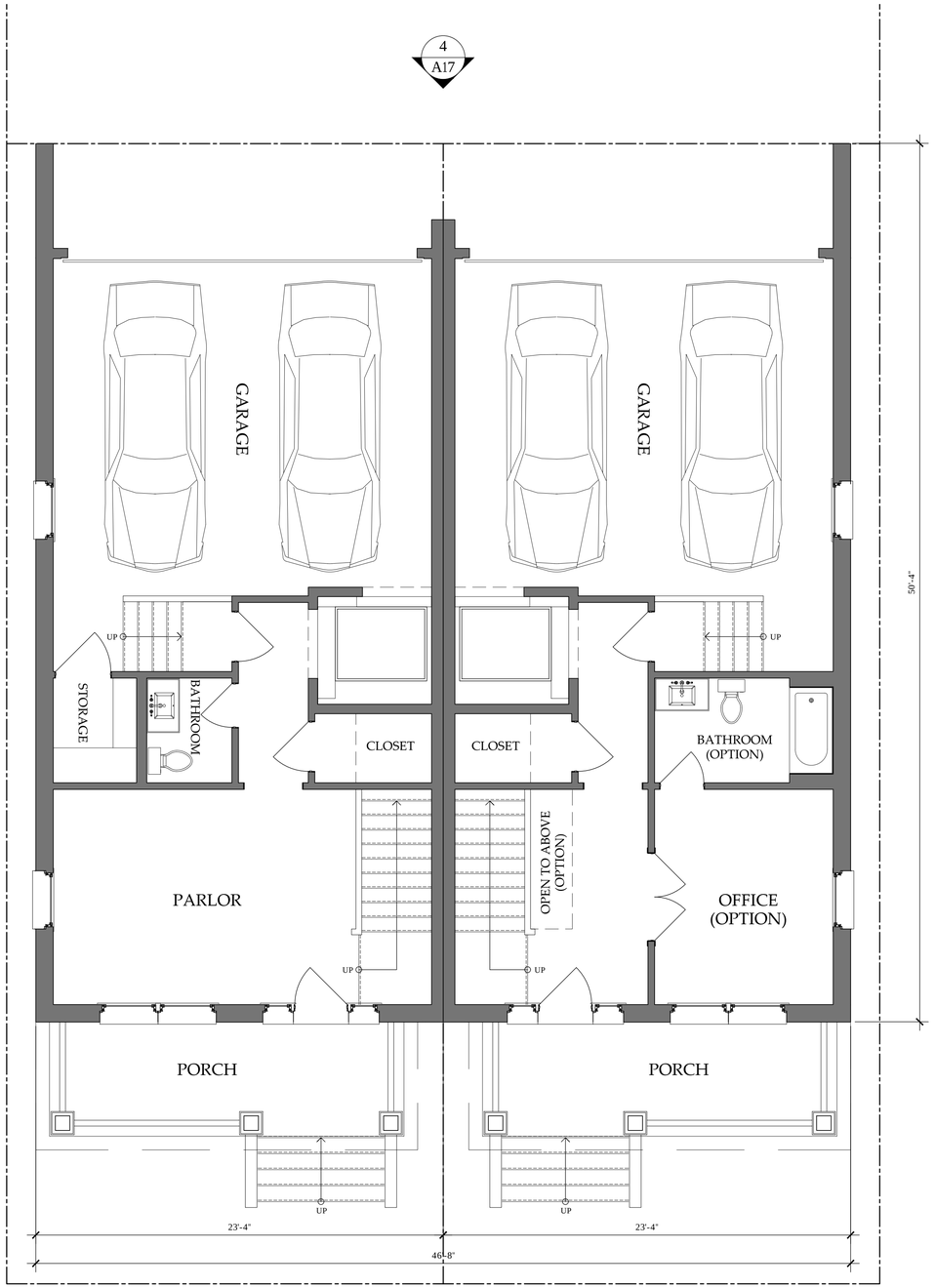
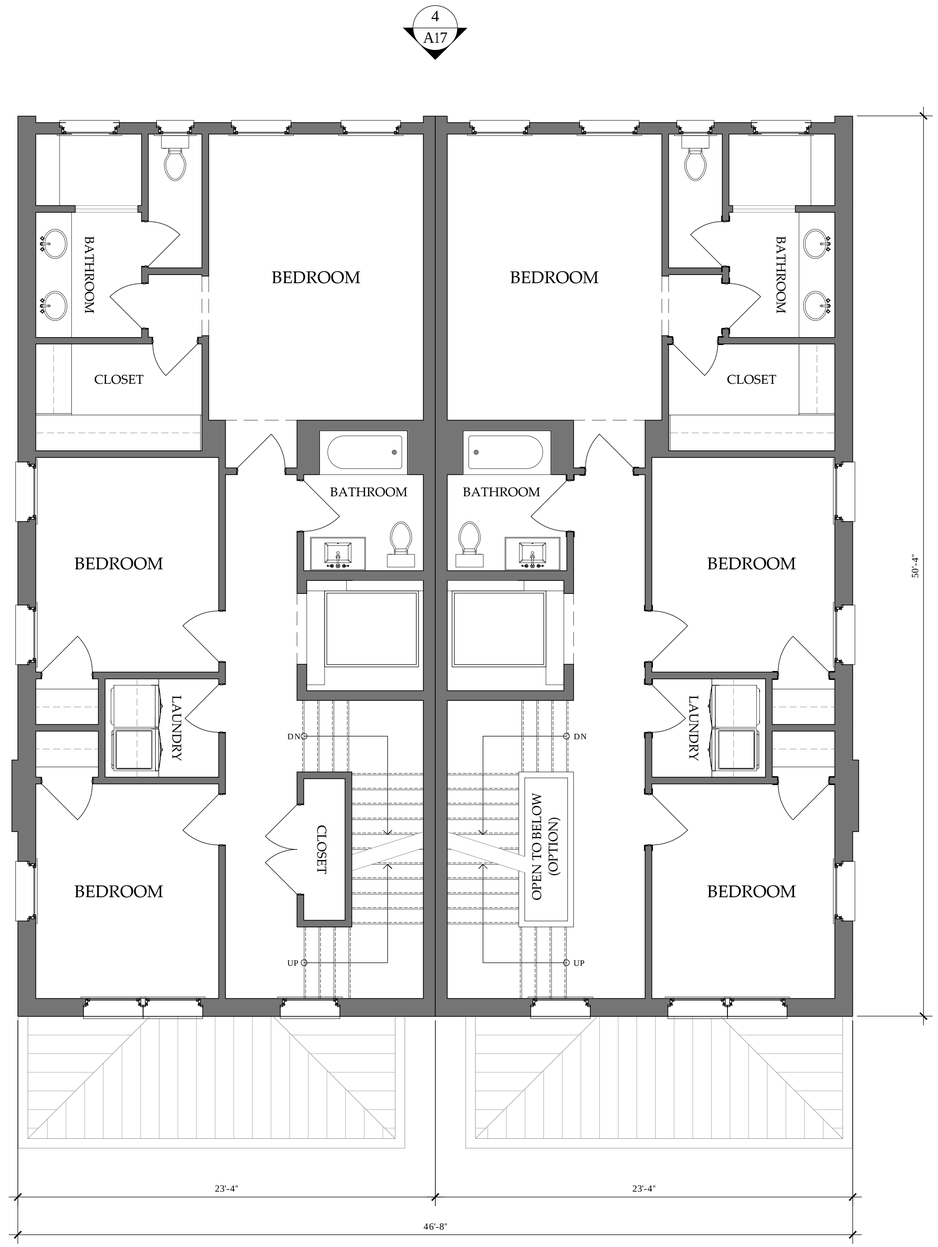
ERIK BOOTSMA,
ARCHITECT



1 / A13 LEVEL 1 - Construction Plan - Park

1/4" = 1'-0"



2 / A13 LEVEL 2 - Construction Plan - Park

1/4" = 1'-0"

N

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richmond virginia, 23221
610-571-0223

3301-3303 Park Avenue

Permit Drawings

3301 & 3303 Park Avenue
Richmond VA 23221

NOT FOR CONSTRUCTION

Park Avenue
First and Second
Floor Plans

Date: 5/12/2023
Scale: 1/4" = 1' - 0"
Drawn by: EB
Job#: 2023-07
Sheet: A13
Of: X Sheets

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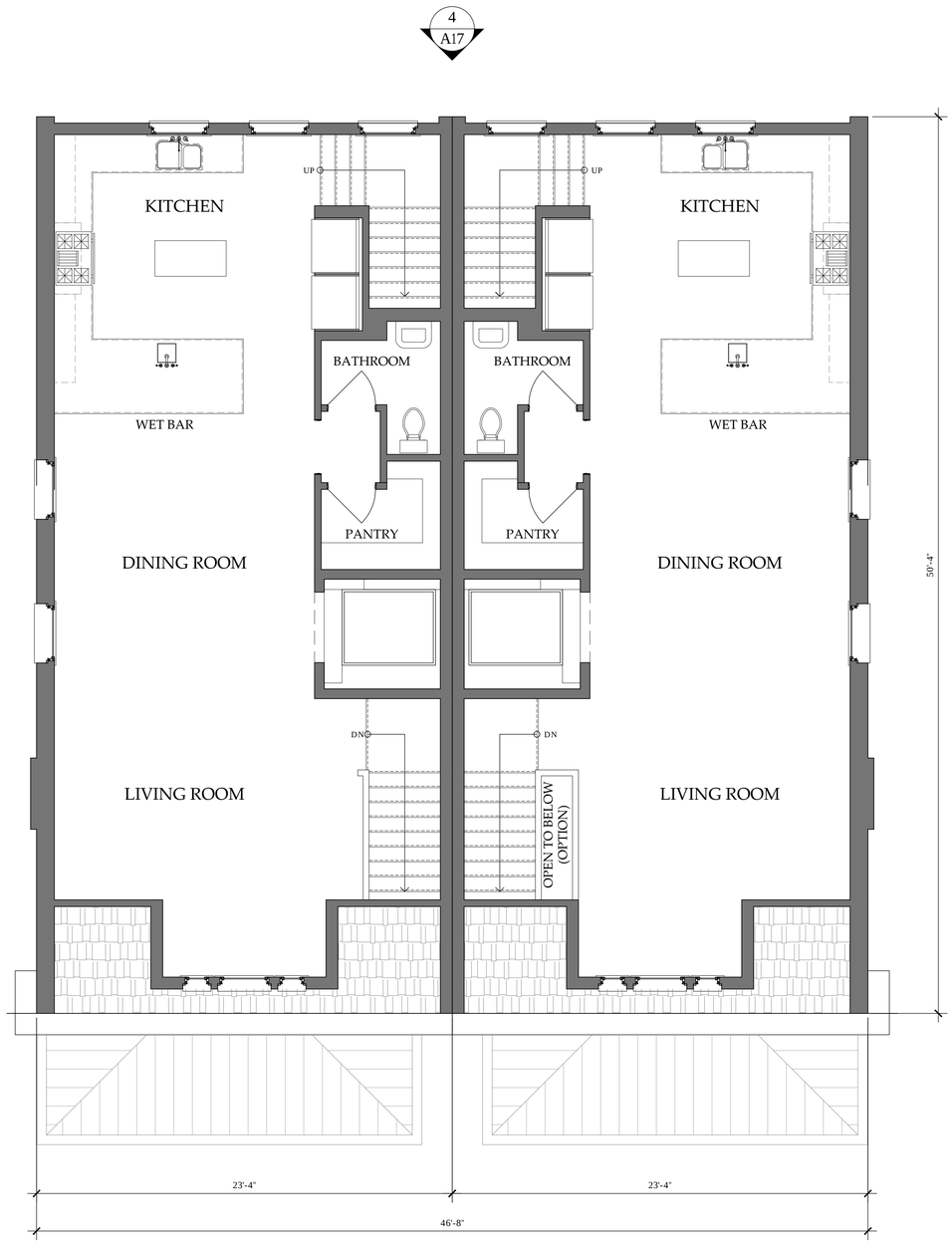
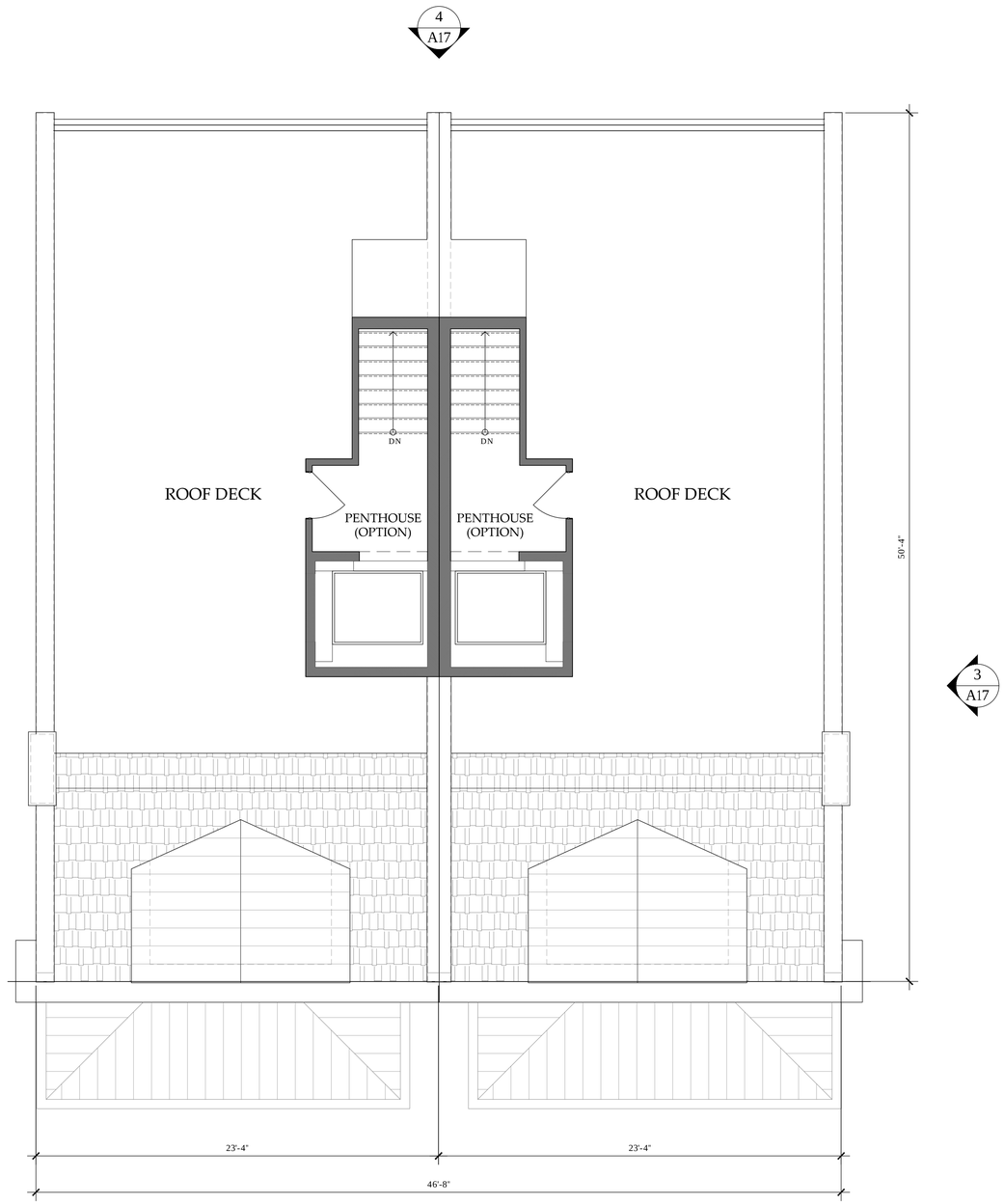
Architect



1 A14 LEVEL 3 - Construction Plan - Park

1/4" = 1'-0"



2 A14 Roof Plan - Construction Plan - Park

1/4" = 1'-0"

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3301-3303
Park Avenue
Permit Drawings
3301 & 3303 Park Avenue
Richmond VA 23221

NOT FOR CONSTRUCTION

Park Avenue
Third and Roof
Floor Plans

Date: 5/12/2023
Scale: 1/4" = 1' - 0"
Drawn by: EB
Job #: 2023-07
Sheet: A14
Of: X Sheets

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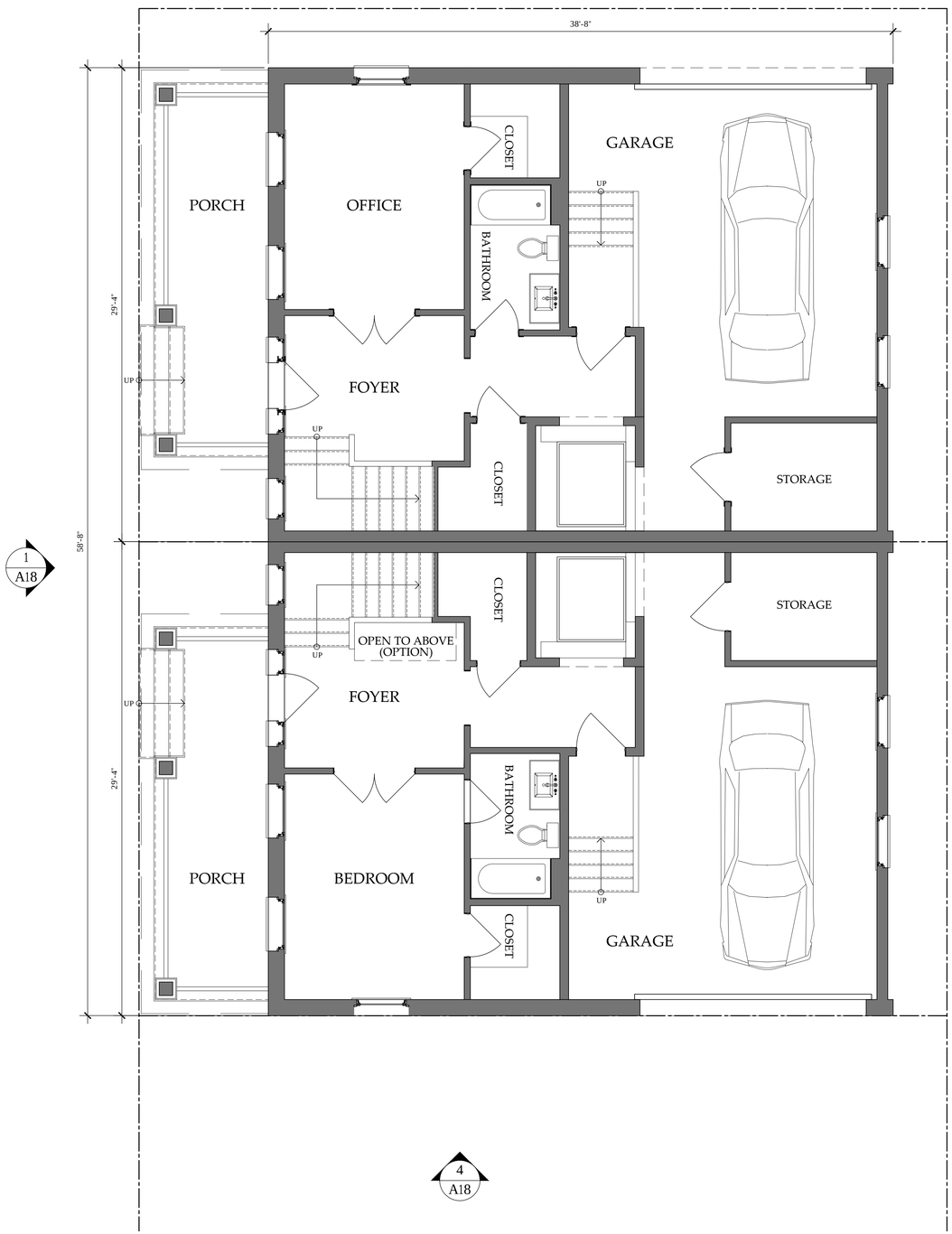

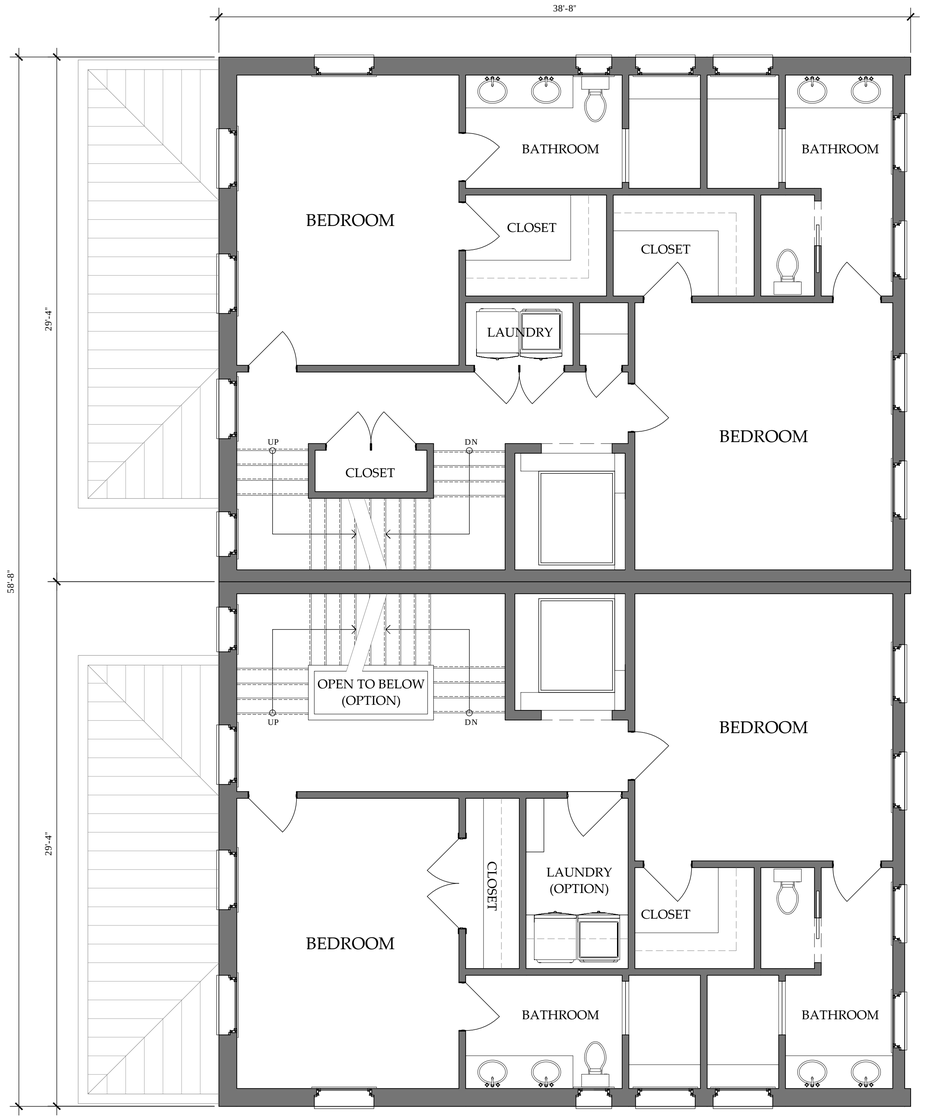

1 / A15 — Level 1 - Construction Plan - Tilden

¼" = 1'-0"

0 1' 2' 4' 8'

2 / A15 — Level 2 - Construction Plan - Tilden

¼" = 1'-0"

0 1' 2' 4' 8'

N

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NOT FOR CONSTRUCTION

Tilden Street
First and Second
Floor Plans

Date: 5/12/2023

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

Drawn by: EB

Job #: 2023-07

Sheet: A15

Of: X Sheets

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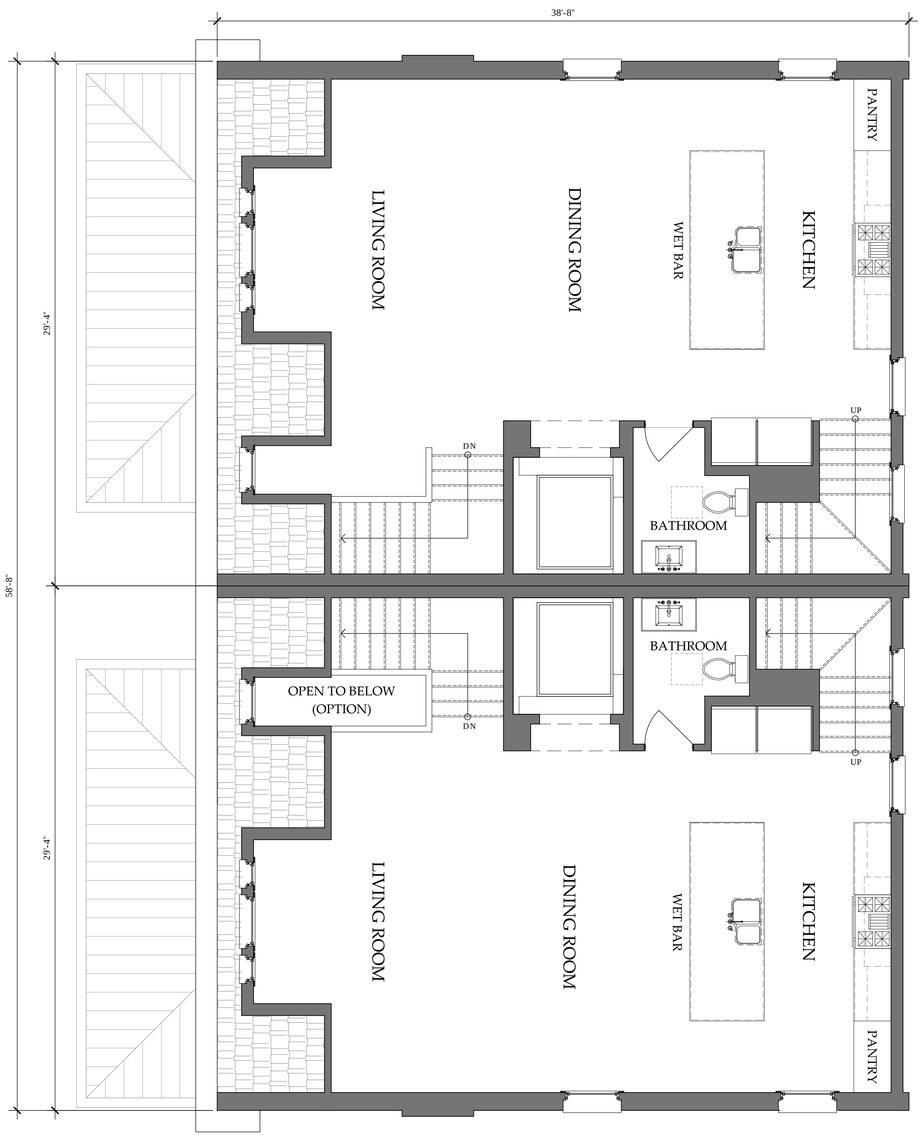
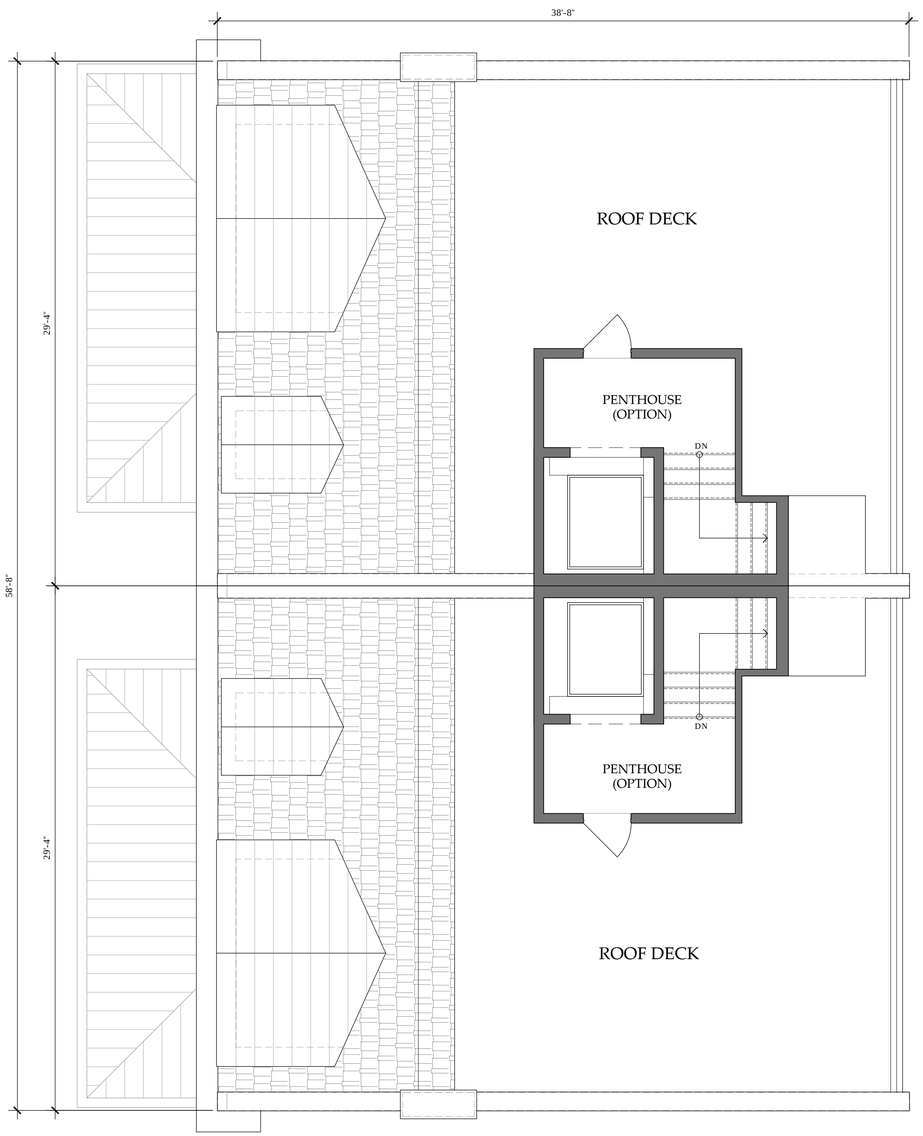
Architect



1 A16 — LEVEL 3 - Construction Plan - Tilden

¼" = 1'-0"



2 A16 — Roof Plan - Construction Plan - Tilden

¼" = 1'-0"

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Serliana Architecture
3303 kensington avenue
richmond virginia, 23221
610-571-0223

3301-3303
Park Avenue
Permit Drawings
3301 & 3303 Park Avenue
Richmond VA 23221

NOT FOR CONSTRUCTION

Tilden Street
Third and Roof
Floor Plans

Date: 5/12/2023
Scale: 1/4" = 1' - 0"
Drawn by: EB
Job#: 2023-07
Sheet: A16
Of: X Sheets

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Erik Bootsma,
Architect

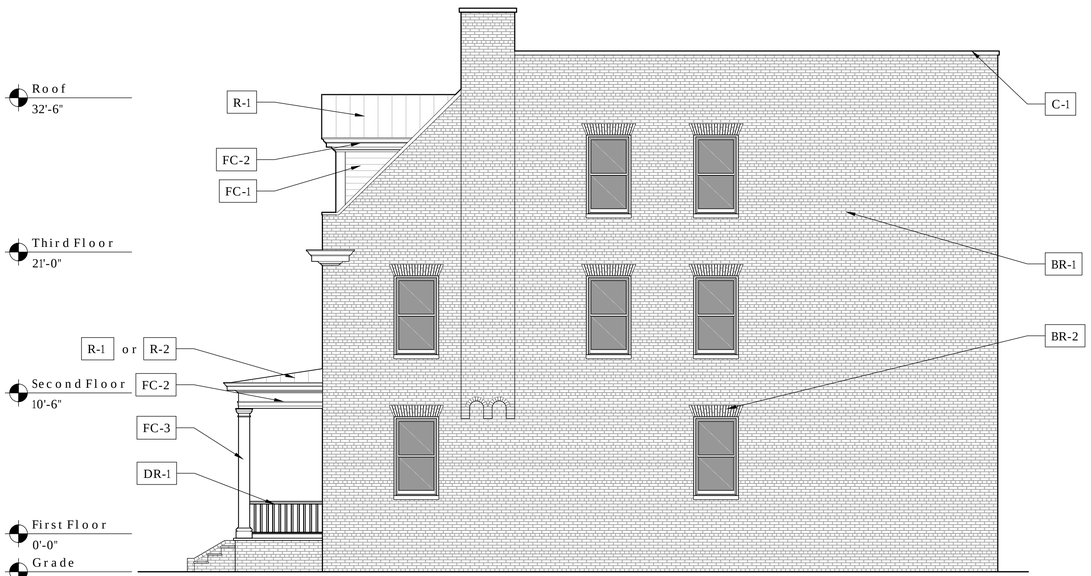
EXTERIOR FINISHES SCHEDULE			
Tag	Description	Basis of Design	Remarks
BR-1	FACE BRICK	Modular brick, Common Bond with header courses every 6 courses	final color tbd
BR-2	Brick jack arch	brick jack arch system	color tbd
FC-1	FIBER CEMENT SIDING	fiber cement lap siding with fiber cement trim	see details, final color tbd
FC-2	Fiber cement trim	Fiber cement trim and details mouldings	see details for profiles, color tbd
FC-3	Columns	Fiberglass reinforced Precast architectural columns	see details for profiles, color tbd
DR-1	Decorative Raling System	wood decorative railing system	see details, final color tbd
GR-1	Guardrail	metal guardrail atop parapet wall	see details for profiles color tbd
C-1	Coping	aluminum coping cap flashing	final color tbd
R-1	Roofing	slate, synthetic slate or Standing seam metal roofing	final color tbd
R-2	Metal Roofing	Standing Seam Roofing or Thermoplastic Polyolefin (TPO) Roofing	final color tbd
st-1	STEEL LINTEL	PAINTED STEEL LINTEL	COLOR TBD

1 A17 East Elevation

3/16" = 1'-0"

2 A17 South Elevation

3/16" = 1'-0"



3 A17 North Elevation

3/16" = 1'-0"

4 A17 West Elevation

3/16" = 1'-0"

ERIK BOOTSMA, ARCHITECT
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Park Avenue Elevations

Date: 5/12/2023

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

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st-1	STEEL LINTEL	PAINTED STEEL LINTEL	COLOR TBD

1 A18 East Elevation

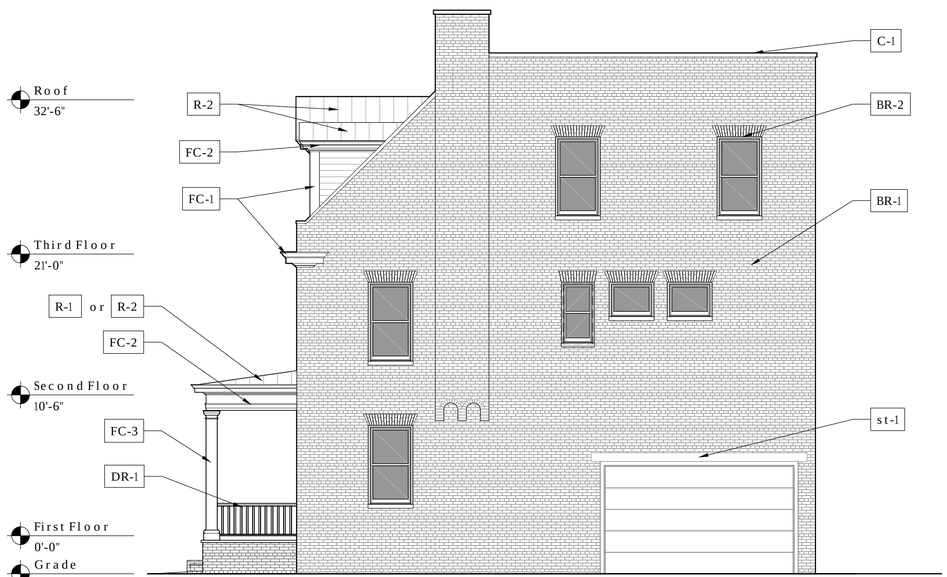
3/16" = 1'-0"

0 1' 2' 4' 8' 16'

2 A18 South Elevation

3/16" = 1'-0"

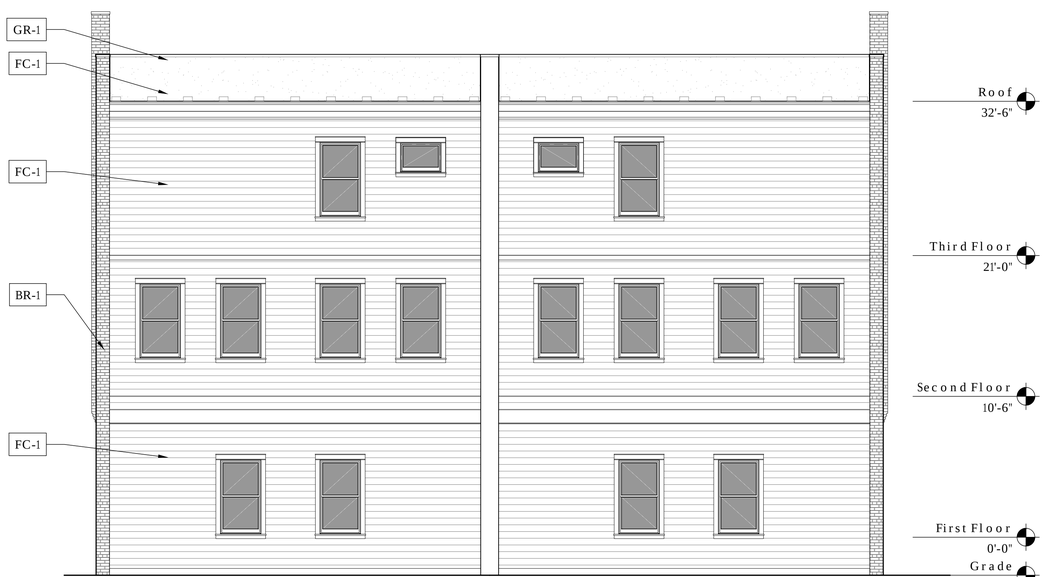
0 1' 2' 4' 8' 16'



3 A18 North Elevation

3/16" = 1'-0"

0 1' 2' 4' 8' 16'



4 A18 West Elevation

3/16" = 1'-0"

0 1' 2' 4' 8' 16'

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NOT FOR CONSTRUCTION

Tilden Street
First and Second floor plans

Date: 5/12/2023

Scale: 3/16" = 1' - 0"

Drawn by: EB

Job#: 2023-07

Sheet: A18

Of: X Sheets

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Architect

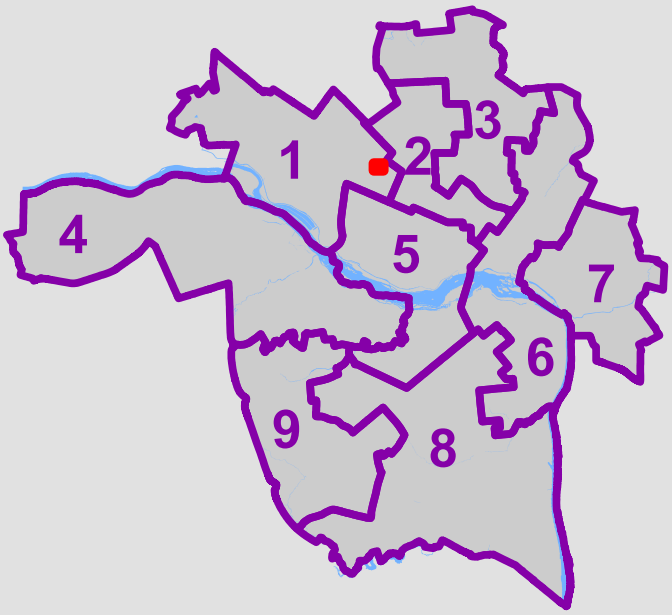
City of Richmond
Department of Planning & Development Review

Special Use Permit Amendment

LOCATION: 3301 & 3303 Park Avenue

APPLICANT: Keith Stanley

COUNCIL DISTRICT: 1

PROPOSAL: To amend and authorize the special use of the property known as 3301 and 3303 Park Avenue for the purpose of four (4) single-family attached dwellings, with off-street parking, upon certain terms and conditions.

For questions, please contact Matthew Ebinger at 804-646-5789 or matthew.ebinger@richmondgov.com