

INTRODUCED: July 22, 2024

AN ORDINANCE No. 2024-202

To authorize the special use of the property known as 3208 Park Avenue for the purpose of a two-family detached dwelling with a dwelling unit within an accessory structure, upon certain terms and conditions. (1<sup>st</sup> District)

\_\_\_\_\_  
Patron – Mayor Stoney (By Request)

\_\_\_\_\_  
Approved as to form and legality  
by the City Attorney  
\_\_\_\_\_

PUBLIC HEARING: SEP 9 2024 AT 6 P.M.

WHEREAS, the owner of the property known as 3208 Park Avenue, which is situated in a R-6 Single-Family Attached Residential District, desires to use such property for the purpose of a two-family detached dwelling with a dwelling unit within an accessory structure, which use, among other things, is not currently allowed by section 30-412.2, concerning permitted accessory uses and structures, of the Code of the City of Richmond (2020), as amended; and

WHEREAS, in accordance with section 17.11 of the Charter of the City of Richmond (2020), as amended, it has been made to appear that, if granted subject to the terms and conditions set forth in this ordinance, the special use granted by this ordinance will not be detrimental to the safety, health, morals and general welfare of the community involved, will not tend to create

AYES:        8        NOES:        0        ABSTAIN: \_\_\_\_\_

ADOPTED:    SEP 9 2024    REJECTED: \_\_\_\_\_    STRICKEN: \_\_\_\_\_

congestion in streets, roads, alleys and other public ways and places in the area involved, will not create hazards from fire, panic or other dangers, will not tend to overcrowding of land and cause an undue concentration of population, will not adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements, and will not interfere with adequate light and air; and

WHEREAS, (i) the City Planning Commission has conducted a public hearing to investigate the circumstances and conditions upon which the Council is empowered to authorize such use, (ii) the City Planning Commission has reported to the Council the results of such public hearing and investigation and its recommendations with respect thereto, and (iii) the Council has conducted a public hearing on this ordinance at which the person in interest and all other persons have had an opportunity to be heard;

NOW, THEREFORE,

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. **Finding.** Pursuant to section 30-1050.1 of the Code of the City of Richmond (2020), as amended, the Council hereby finds that the special use set forth in and subject to the terms and conditions of this ordinance will not (i) be detrimental to the safety, health, morals and general welfare of the community involved, (ii) tend to create congestion in streets, roads, alleys and other public ways and places in the area involved, (iii) create hazards from fire, panic or other dangers, (iv) tend to overcrowding of land and cause an undue concentration of population, (v) adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements, or (vi) interfere with adequate light and air.

§ 2. **Grant of Special Use Permit.**

(a) Subject to the terms and conditions set forth in this ordinance, the property known as 3208 Park Avenue and identified as Tax Parcel No. W000-1472/024 in the 2024 records of the City Assessor, being more particularly shown on a survey entitled “Plat Showing Improvements on Lots 31 & 32, Block ‘A’, Plan of ‘Lee Annex’, in the City of Richmond, Virginia,” prepared by McKnight & Associates, P.C., and dated March 11, 2024, a copy of which is attached to and made a part of this ordinance, hereinafter referred to as “the Property,” is hereby permitted to be used for the purpose of a two-family detached dwelling with a dwelling unit within an accessory structure, hereinafter referred to as “the Special Use,” substantially as shown on the plans entitled “3208 Park Ave ADU,” prepared by River Mill Development, and dated December 19, 2023, hereinafter referred to as “the Plans,” copies of which are attached to and made a part of this ordinance.

(b) The adoption of this ordinance shall constitute the issuance of a special use permit for the Property. The special use permit shall inure to the benefit of the owner or owners of the fee simple title to the Property as of the date on which this ordinance is adopted and their successors in fee simple title, all of which are hereinafter referred to as “the Owner.” The conditions contained in this ordinance shall be binding on the Owner.

§ 3. **Special Terms and Conditions.** This special use permit is conditioned on the following special terms and conditions:

(a) The Special Use of the Property shall be as a two-family detached dwelling with a dwelling unit within an accessory structure, substantially as shown on the Plans.

(b) No off-street parking shall be required for the Special Use.

(c) The height of the Special Use shall not exceed two stories, substantially as shown

on the Plans.

(d) All building materials, elevations, and site improvements shall be substantially as shown on the Plans.

(e) All mechanical equipment serving the Property shall be located or screened so as not to be visible from any public right-of-way.

§ 4. **Supplemental Terms and Conditions.** This special use permit is conditioned on the following supplemental terms and conditions:

(a) All required final grading and drainage plans, together with all easements made necessary by such plans, must be approved by the Director of Public Utilities prior to the issuance of the building permit.

(b) Storm or surface water shall not be allowed to accumulate on the land. The Owner, at its sole cost and expense, shall provide and maintain at all times adequate facilities for the drainage of storm or surface water from the Property so as not to adversely affect or damage any other property or public streets and the use thereof.

(c) Facilities for the collection of refuse shall be provided in accordance with the requirements of the Director of Public Works. Such facilities shall be located or screened so as not to be visible from adjacent properties and public streets.

(d) Any encroachments existing, proposed on the Plans or contemplated in the future shall require separate authorization and shall be subject to the applicable provisions of the Code of the City of Richmond (2020), as amended, and all future amendments to such laws.

(e) In all other respects, the use of the Property shall be in accordance with the applicable underlying zoning regulations.

§ 5. **General Terms and Conditions.** This special use permit is conditioned on the following general terms and conditions:

(a) No permit implementing this special use permit shall be approved until satisfactory evidence has been presented to the Zoning Administrator that any delinquent real estate taxes applicable to the Property have been paid.

(b) The Owner shall be bound by, shall observe and shall comply with all other laws, ordinances, rules and regulations applicable to the Property, except as otherwise expressly provided in this ordinance.

(c) Words and phrases used in this ordinance shall be interpreted to have the meanings ascribed to them by section 30-1220 of the Code of the City of Richmond (2020), as amended, unless the context clearly indicates that a different meaning is intended.

(d) Notwithstanding any other provision of law, this special use permit is being approved due, in part, to the mitigating effects of each and every condition attached hereto; consequently, if any portion of this ordinance is determined to be invalid for any reason by a final, non-appealable order of any Virginia or federal court of competent jurisdiction, the invalidity shall cause the entire ordinance to be void and of no further effect from the effective date of such order.

(e) The privileges granted by this ordinance may be revoked pursuant to the provisions of sections 30-1050.7 through 30-1050.11 of the Code of the City of Richmond (2020), as amended, and all future amendments to such laws. Failure to comply with the terms and conditions of this ordinance shall constitute a violation of section 30-1080 of the Code of the City of Richmond (2020), as amended, and all future amendments to such law, or any other applicable laws or regulations.

(f) When the privileges granted by this ordinance terminate and the special use permit granted hereby becomes null and void, whether as a result of the Owner relinquishing this special use permit in a writing addressed to the Director of Planning and Development Review or otherwise, use of the Property shall be governed thereafter by the zoning regulations prescribed for the district in which the Property is then situated.

§ 6. **Implementation.** The Commissioner of Buildings is authorized to issue a building permit substantially in accordance with the Plans for the Special Use subject to the terms and conditions set forth in this ordinance. An application for the building permit shall be made within 1,096 calendar days following the date on which this ordinance becomes effective. If either the application for the building permit is not made within the time period stated in the previous sentence or the building permit terminates under any provision of the Virginia Statewide Building Code, this ordinance and the special use permit granted hereby shall terminate and become null and void.

§ 7. **Effective Date.** This ordinance shall be in force and effect upon adoption.

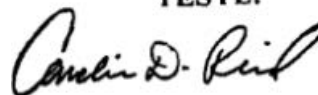
APPROVED AS TO FORM:

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CITY ATTORNEY'S OFFICE

A TRUE COPY:

TESTE:



City Clerk



# City of Richmond

900 East Broad Street  
2nd Floor of City Hall  
Richmond, VA 23219  
www.rva.gov

## Master

File Number: Admin-2024-0505

File ID: Admin-2024-0505

Type: Request for Ordinance or Resolution

Status: Regular Agenda

Version: 1

Reference:

In Control: City Clerk Waiting Room

Department:

Cost:

File Created: 05/20/2024

Subject:

Final Action:

Title:

### Internal Notes:

### Code Sections:

Agenda Date: 07/22/2024

Indexes:

Agenda Number:

Patron(s):

Enactment Date:

Attachments: Admin-2024-0505 - Application Documents,  
Admin-2024-0505 AATF Ordinance

Enactment Number:

Contact:

Introduction Date:

Drafter: Shaianna.Trump@rva.gov

Effective Date:

### Related Files:

### Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	6/27/2024	Matthew Ebinger	Approve	7/1/2024
1	2	6/27/2024	Kris Daniel-Thiem - FYI	Notified - FYI	
1	3	6/27/2024	Kevin Vonck	Approve	7/4/2024
1	4	6/27/2024	Alecia Blackwell - FYI	Notified - FYI	
1	5	6/28/2024	Sharon Ebert	Approve	7/1/2024
1	6	6/28/2024	Caitlin Sedano - FYI	Notified - FYI	
1	7	7/9/2024	Jeff Gray	Approve	7/2/2024
1	8	7/11/2024	Lincoln Saunders	Approve	7/11/2024
1	9	7/15/2024	Mayor Stoney	Approve	7/15/2024

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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**Text of Legislative File Admin-2024-0505**

City of Richmond  
Intracity Correspondence

O&R Transmittal

DATE: June 27, 2024

TO: The Honorable Members of City Council  
THROUGH: The Honorable Levar M. Stoney, Mayor (by request)  
(This is no way reflects a recommendation on behalf of the Mayor)  
THROUGH: J.E. Lincoln Saunders, Chief Administrative Officer  
FROM: Kevin J. Vonck, Director of Planning & Development Review  
RE: To authorize the special use of the property known as 3208 Park Avenue for the purpose of a two-family detached dwelling with a dwelling unit within an accessory structure, upon certain terms and conditions.

ORD. OR RES. No.

PURPOSE: The applicant is requesting a Special Use Permit to authorize a two-family detached dwelling with a dwelling unit within an accessory structure. The accessory dwelling unit is not permitted as an accessory use to a two-family dwelling in the R-6 Single Family Attached Zoning District. Therefore, a Special Use Permit is required.

BACKGROUND: The property is located in the Museum District neighborhood between Tilden Street and Cleveland Street. The property is currently a 7,000 square foot (0.131 acre) parcel of land improved with a two-family detached dwelling. The City's Richmond 300 Master Plan designates the subject area as Neighborhood Mixed-Use, which is described as and, "Existing or new highly-walkable urban neighborhoods that are predominantly residential with a small, but critical, percentage of parcels providing retail, office, personal service, and institutional uses." (RVA 300, p. 56).

Intensity: Building heights are generally two to four stories. Buildings taller than four stories may be found along major streets. Parcels are generally between 1,500 and 5,000 sq. ft.

Primary Uses: Single-family houses, accessory dwelling units, duplexes, small multi-family buildings (typically 3-10 units), and open space.

Secondary Uses: Large multifamily buildings (10+units), retail/office/personal service, institutional, cultural, and government.

The current zoning for the property is R-6 Single-Family Attached Residential. Adjacent properties are located within the same zoning district. The area is generally residential with pockets of commercial activity. The proposed density is three units upon 0.131 acres or 22 units per acre.

COMMUNITY ENGAGEMENT: The Museum District Association was notified of the application; additional community notification will take place after introduction.

STRATEGIC INITIATIVES AND OTHER GOVERNMENTAL: Richmond 300 Master Plan

FISCAL IMPACT: \$300 Application Fee

DESIRED EFFECTIVE DATE: Upon adoption

REQUESTED INTRODUCTION DATE: July 22, 2024

CITY COUNCIL PUBLIC HEARING DATE: September 9, 2024

REQUESTED AGENDA: Consent

RECOMMENDED COUNCIL COMMITTEE: Planning Commission, September 3, 2024

AFFECTED AGENCIES: Office of Chief Administrative Officer  
Law Department (for review of draft ordinance)

RELATIONSHIP TO EXISTING ORD. OR RES.: None

ATTACHMENTS: Draft Ordinance, Application Form, Applicant's Report, Plans, Survey

STAFF:

Matthew Ebinger, Planning Supervisor, Land Use Administration (Room 511) 646-6308

Shaianna Trump, Planner Associate, Land Use Administration (Room 511) 646-7319

**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: 3208 Park Avenue Date: \_\_\_\_\_Tax Map #: W0001472024 Fee: \_\_\_\_\_Total area of affected site in acres: 0.161(See **page 6** for fee schedule, please make check payable to the "City of Richmond")**Zoning**Current Zoning: R-6Existing Use: Two-Family**Proposed Use**

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

Accessory Dwelling UnitExisting Use: Two-Family

Is this property subject to any previous land use cases?

Yes

☐

No

☒

If Yes, please list the Ordinance Number: \_\_\_\_\_

**Applicant/Contact Person:** Will Gillette / Mark BakerCompany: Baker Development ResourcesMailing Address: 530 East Main Street, Suite 730City: Richmond State: VA Zip Code: 23219Telephone: (804) 874-6275 Fax: ( )Email: markbaker@bakerdevelopmentresources.com**Property Owner:** ALLOWAY JOSHUA MICHAEL AND KAYE ANN MARCIA TRUSTEES TRUST

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: 813 Forest AveCity: Richmond State: VA Zip Code: 23229Telephone: (571) 334-1817 Fax: ( )Email: squaredawaypm@gmail.com**Property Owner Signature:** Kaye-Ann Alloway

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

*January 25<sup>th</sup>, 2024*

*Special Use Permit Request*

*3208 Park Ave, Richmond, Virginia*

*Map Reference Number: W000-1472/024*

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Submitted to:	<b>City of Richmond</b> Department of Planning and Development Review Land Use Administration 900 East Broad Street, Suite 511 Richmond, Virginia 23219
Submitted by:	<b>Baker Development Resources</b> 530 East Main Street, Suite 730 Richmond, Virginia 23219

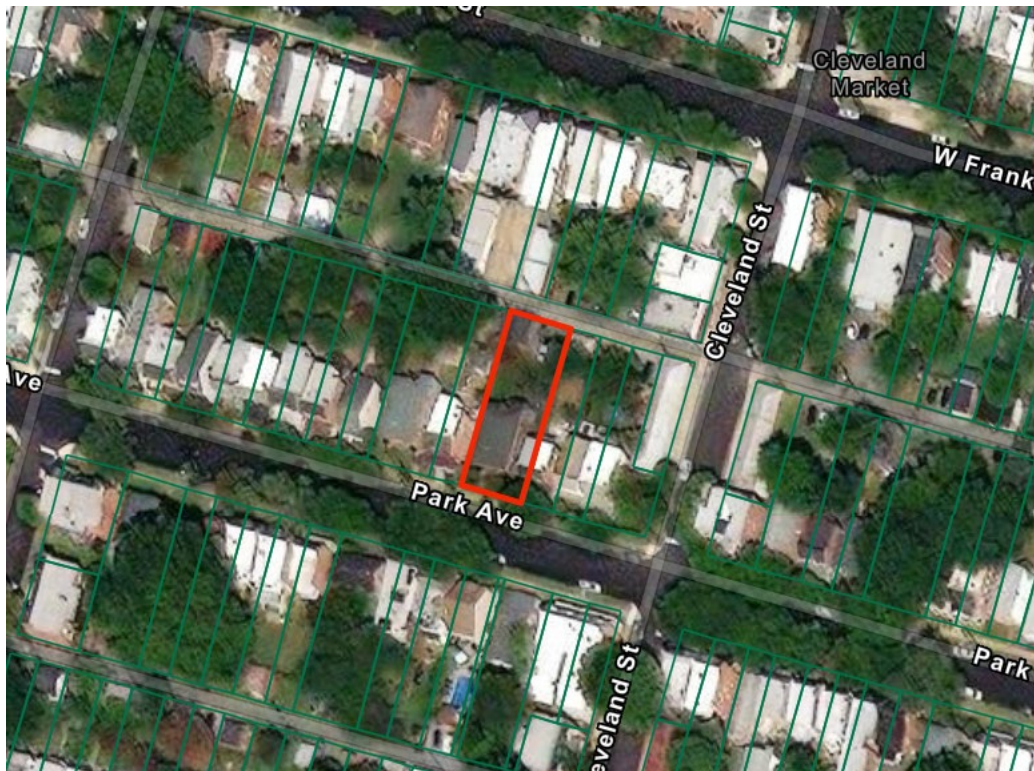
## Introduction

The property owner is requesting a special use permit (the "SUP") for 3208 Park Avenue (the "Property"). The SUP would authorize the conversion of an existing, two-story detached garage into an accessory dwelling unit (the "ADU"). While the accessory structure is permitted by the underlying R-6 Single-Family Attached Residential District, the dwelling unit is not, and therefore, a SUP is required.

## Existing Conditions

### SITE DESCRIPTION AND EXISTING LAND USE

The subject property is located along the northern line of Park Avenue between Cleveland Street and Tilden Street. The Property is referenced by the City Assessor as tax parcel W000-1472/024 and is currently improved by a two-family detached masonry dwelling and a detached, two-story brick and frame accessory structure. The Property is approximately 50 feet in width and contains roughly 7,005 square feet of lot area.



The properties in the immediate vicinity are developed primarily with residential uses though commercial and institutional uses can also be found nearby. Residential uses include single-family, two-family, and multi-family uses. Retail uses can be found around

the corner along Cleveland Street and Albert Hill Middle School is less than two blocks west of the subject property.

## **EXISTING ZONING**

The Property and those immediately surrounding it are located within the R-6 Single Family Attached Residential District. Several blocks to the southeast along Cleveland Street there are properties located in the B-1 Neighborhood Business District. Beyond that to east, north, and west are properties located in the R-48 Multifamily Residential District.

## **TRANSPORTATION**

The Property is located less than a quarter mile from Bus Stop 2023 at the intersection of Patterson and Cleveland, which is serviced by Route 76, providing connection to west towards St. Mary's Hospital and east towards VCU & VUU.

## **MASTER PLAN DESIGNATION**

The Richmond 300 Master Plan (the "Master Plan") designates the Property as "Neighborhood Mixed-Use". This future land use category is described as "existing or new highly-walkable urban neighborhoods that are predominantly residential with a small, but critical, percentage of parcels providing retail, office, personal service, and institutional uses." Recommended development styles are described as featuring "a variety of building types that are close to one another and create a unified street wall. The building size, density, and zoning districts for these areas vary depending on historical densities and neighborhood characteristics. Accessory dwelling units are contemplated as primary uses in these areas.

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 109 (Equitable Transportation Chapter), Objective 6.1 to "Increase the number of residents and jobs at Nodes and along enhanced transit corridors in a land development pattern that prioritizes multi-modal transportation options."
  - b. Develop housing at all income levels in and near Nodes and along major corridors (see strategies Goal 14).
- Page 136 (Diverse Economy Chapter), Objective 11.1 to "Increase the areas of appropriately zoned land near various transportation modes and housing to retain, create, and attract employers."
  - d. Encourage the development of a variety of quality housing types to house employees across the economic spectrum (see Goal 14).
- Page 150 (Inclusive Housing Chapter), Objective 14.1 to "Increase city-wide awareness of the importance of integrating housing at all income levels into every residential neighborhood so every household has housing choice throughout the city."

- Page 152 (Inclusive Housing Chapter) (see map on p. 153), Objective 14.4 to “Increase the number of mixed-income communities along enhanced transit corridors.”
- Page 152 (Inclusive Housing Chapter) (see map on p. 153), Objective 14.5 to “Encourage more housing types throughout the city and greater density along enhanced transit corridors and at Nodes (shown in Figure 38 [p.153]) by amending the Zoning Ordinance. “
- Page 159 (Thriving Environment Chapter) Objective 15.1 to “Reduce air pollution related to transportation.”
  - a. Increase the number of Richmonders living in a development pattern that encourages density and reduces dependency on single-occupancy vehicles (see Goal 1, Goal 8, Goal 14).
- Page 86 (High-Quality Places Chapter), Objective 1.4, to “maintain and improve primarily residential areas by increasing their linkages to...corridors...and maintaining high-quality design standards”
- Page 100 (High Quality Places Chapter), Objective 4.1, to “create and preserve high-quality, distinctive, and well-designed neighborhoods and nodes throughout the City,” as the request introduces thoughtfully designed new construction in a manner not otherwise assured by-right.

## Proposal

### PROJECT SUMMARY

The SUP would authorize the renovation of the existing two-story detached garage at the rear of the Property as an accessory dwelling unit. The proposed use does not conform to the underlying R-6 Single-Family Attached Residential District zoning requirements applicable to the Property.

### PURPOSE OF REQUEST

The Property consists of lot 31 and lot 32 in Block six of the original Lee Annex Subdivision and is slightly larger than the predominant lot size in the vicinity. The owner is proposing to renovate the interior of the existing detached garage to create an accessory dwelling unit. The use of accessory structures for small-scale dwelling units is consistent with the goals of the Richmond 300 Master Plan and is allowable by-right for properties improved with single-family dwellings. However, as the existing dwelling on the property is a two-family dwelling, the proposed use is not permitted and a SUP is required in order to permit the proposed development.

In exchange for the SUP, the intent of this request is to provide an additional housing unit within the City. The exterior of the existing structure will be retained, and the quality assurances conditioned through the SUP would guarantee a high-quality development and ensure an appropriately scaled use that is compatible with and complementary to the surrounding residential neighborhood.

## PROJECT DETAILS

The proposed ADU would be located within the existing accessory garage structure. The footprint of the structure is approximately 20 feet by 20 feet. The existing doors on the 1<sup>st</sup> and second story would be replaced with windows and the ADU would be accessed by a new door located along the eastern façade. The existing deck would be removed and the second-story siding, which has been damaged by termites, would be replaced with cementitious panels. Importantly, the existing masonry exterior is to be retained and ample sunlight will be allowed in the unit through the proposed windows.

When complete, the ADU would be approximately 800 square feet in floor area and include two bedrooms and two bathrooms. Care was taken in designing it to include a generous open kitchen/living area on the first floor. In exchange for the SUP, the intent of this request is to more efficiently utilize the Property to create an additional housing opportunity in the neighborhood for a future resident with a high-quality product that is in-line with future land use guidance.

## Findings of Fact

The following are factors indicated in Section 17.11 of the Charter and Section 114-1050.1 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 for an additional dwelling unit will not impact the safety, health, morals and general welfare of the nearby neighborhoods.

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

The proposed special use permit will not result in significant traffic impacts to nearby residential neighborhoods. The negligible traffic generation will create no congestion on streets, roads, alleys or any other public right of way.

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

The accessory structure 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 will not tend to over crowd 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.***

The special use permit 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 the subject and adjacent properties will not be affected. The proposed buildings are of compatible massing and spacing to the existing in the vicinity. As a result, this request will not interfere with the provision of adequate light and air to the adjacent buildings.

## Summary

In summary we are enthusiastically seeking approval for the renovation of the existing detached garage at the rear of the Property as an accessory dwelling unit. This Special Use Permit proposal represents an ideal, small-scale urban development for this location that is mindful of its surroundings. In exchange for the SUP, the quality assurances and conditions related to the renovation of the structure would guarantee the construction of a new housing type that furthers the realization of recent planning guidance.



## FD LETTERHEAD

The submitted plans for your commercial or multi-family project are under review with Fire & Emergency Services. Applications which only require conceptual plans will be reviewed to the appropriate level of detail for this stage of development planning.

Per the Department of Planning & Development Review, Final Subdivision Plat site plan and Building Permit architectural plan reviews require 100% construction drawings. When applicable, the following sheets should be noted in the Table of Contents of the plan set. Any symbols, fire lines, hydrants, etc. pertaining to our review should be noted in red.

- Site Layout
- Utility Layout
- First Floor Plan
- Life Safety Plan
- Roof Plan
- Elevation Drawings

Please respond to the checklist items below *\*and include the corresponding sheet number when asked to provide locations\** to expedite our review process. Further discussion may be necessary to provide approval from this department on your application's plans.

***We reserve the right to change or amend*** our decisions should new evidence be discovered, site conditions change during the review period, or revisions on subsequent submissions for this application modify previously approved items which fall within our scope of review.

We look forward to working with you to design a safe project for our city's residents and visitors.

**Office of the Fire Marshal**  
**City of Richmond Fire Department**  
201 East Franklin Street  
Richmond, VA 23219



FD LETTERHEAD  
**FIRE & EMERGENCY PLAN REVIEW CHECKLIST**

**Project Summary**

1. Is this new construction or a rehabilitation project?  
***Rehabilitation of Garage for Accessory Dwelling Unit***
2. What is the height of the building(s)? How many stories?  
***two (2) stories.***
3. Is there an accessory parking garage or parking garage levels?  
***No***
4. Are any levels below street level or below grade?  
***No***

**Building Occupant Egress**

5. Provide locations of roof access points on the plans.  
***N/A***
6. If there is a basement or floors below street level, provide locations for egress on the plans.  
***N/A***
7. For projects with 6 stories or more, stairways must be noted with compass directions (North, South, etc.) and the inside of stairwells must note each floor number.  
***N/A***
8. If a fire escape is part of the structure, it must be inspected by a design engineer and necessary repairs or replacements must be made before a Certificate of Occupancy can be issued.  
***N/A***

**Suppression Systems**

9. A temporary standpipe is required on site during construction. Its operative should be on the finished floor below the next floor being constructed. Provide the location on the plans.  
***N/A***
10. Alarm panel box. This must be in the first-floor lobby area on the street address side of the building. Provide location on the plans.  
***N/A***
11. Knox-Box® Rapid Entry System. One is required on any new construction or renovated enclosed multi-story building. Provide the location on the plans.  
***N/A***
12. Fire pump(s). Provide the location on the plans.  
***N/A***
13. Command Center. This needs to be clearly marked outside of the door. Provide the location on the plans.  
***N/A***
14. Sprinkler shut off valve. Provide the location on the plans.  
***N/A***
15. Sprinkler connections. There should be two on either side of the building. Provide the location on the plans.  
***N/A***



## FD LETTERHEAD

### Hydrants & Fire Department Connections

16. More than one hydrant may be required to support the project. How many existing hydrants are near the project? How many are proposed? Provide the locations on the plans.

**N/A**

17. The dedicated hydrant should be public. Special circumstances may allow for a private hydrant if an ISO Class 1 Rating can be maintained and the Department of Public Utilities approves of it. A private hydrant must also be maintained in accordance with NFPA 291 and the current Virginia Statewide Fire Prevention Code.

**N/A**

18. The FDC for each building. Provide the location on the plans. Signage is required around it (i.e. FDC Connection, No Parking) and curbing before it must be painted yellow. We highly recommend a Knox FDC secure system to safeguard the sprinkler system.

**N/A**

19. The FDC should be at least 50 feet from its dedicated hydrant, but no more than 100 feet.

**N/A**

### Emergency Vehicle Access to Site

20. New construction projects require at least (2) two roads for emergency vehicles *to access the site* and shall comply with Chapter 5 of Statewide Virginia Fire Prevention Code Fire Service Features.

***This site is accessible by public streets; as such, these public roads satisfy Chapter 5 of the Statewide Virginia Fire Prevention Code Fire Service Features.***

21. Proposed or improved road surfaces used for emergency access must be able to support a minimum weight of 75,000 lbs.

***This site is accessible by public streets; as such, these public roads will support the minimum weight.***

22. Proposed or improved road surfaces used for emergency access must be at least 20 feet in width. In some cases, 27 feet may be required.

***This site is accessible by public streets; as such, these public roads are of sufficient width.***

23. Curb cuts into and around the site for emergency access must support a fire apparatus turning radii of 36' inside and 52' outside.

***This site is accessible by public streets.***

24. New construction projects may require *access to all sides of the building* for emergency vehicles.

**N/A**

### Environmental Concerns

25. Are you aware of any underground storage tanks (USTs) or above ground storage tanks (ASTs) which currently hold, or may have at one time held, flammable or combustible substances? If any are discovered during land disturbance, excavation, or construction activities, they must be immediately reported to the Fire Marshal's Office. A permit is required before removal or abandonment. All documents pertaining environment reports shall be forwarded to the Fire Marshal's Office.

***Noted. The owner is not currently aware of any such tanks.***

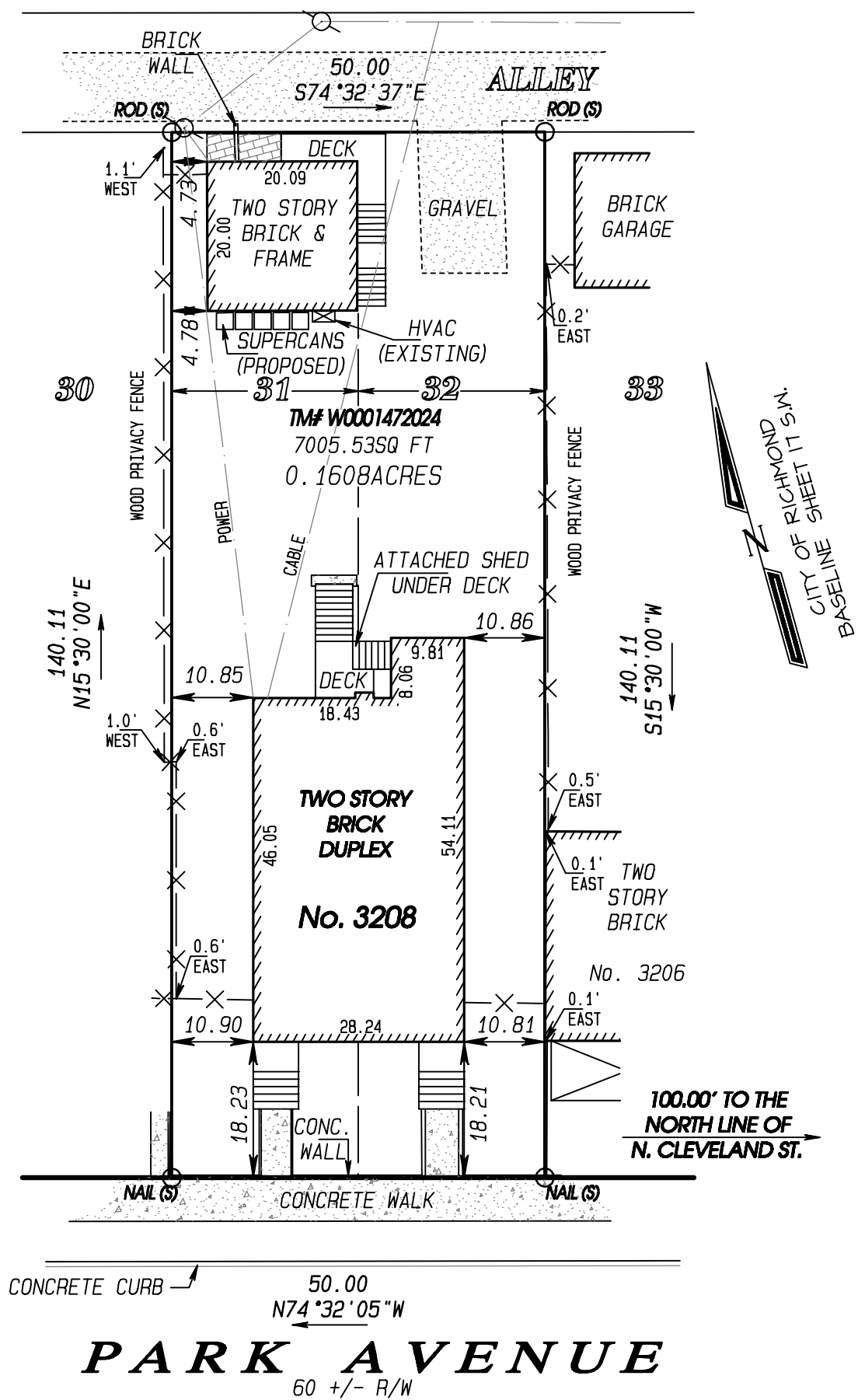
26. Are you aware of any environmental concerns that need to be mitigated before construction, i.e. leaks, spills, etc.?

***No, The owner is not currently aware of any environmental concerns.***

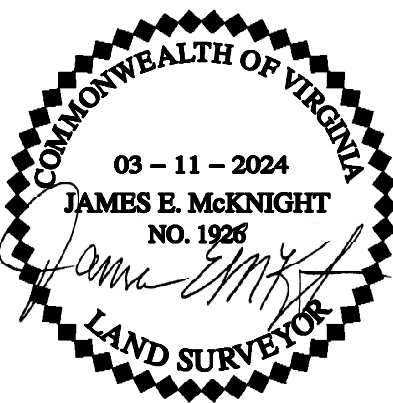
27. Will this project involve any rock blasting? A rock blasting permit shall be obtained from the Fire Marshal's Office.

***No, this project will not involve any rock blasting.***

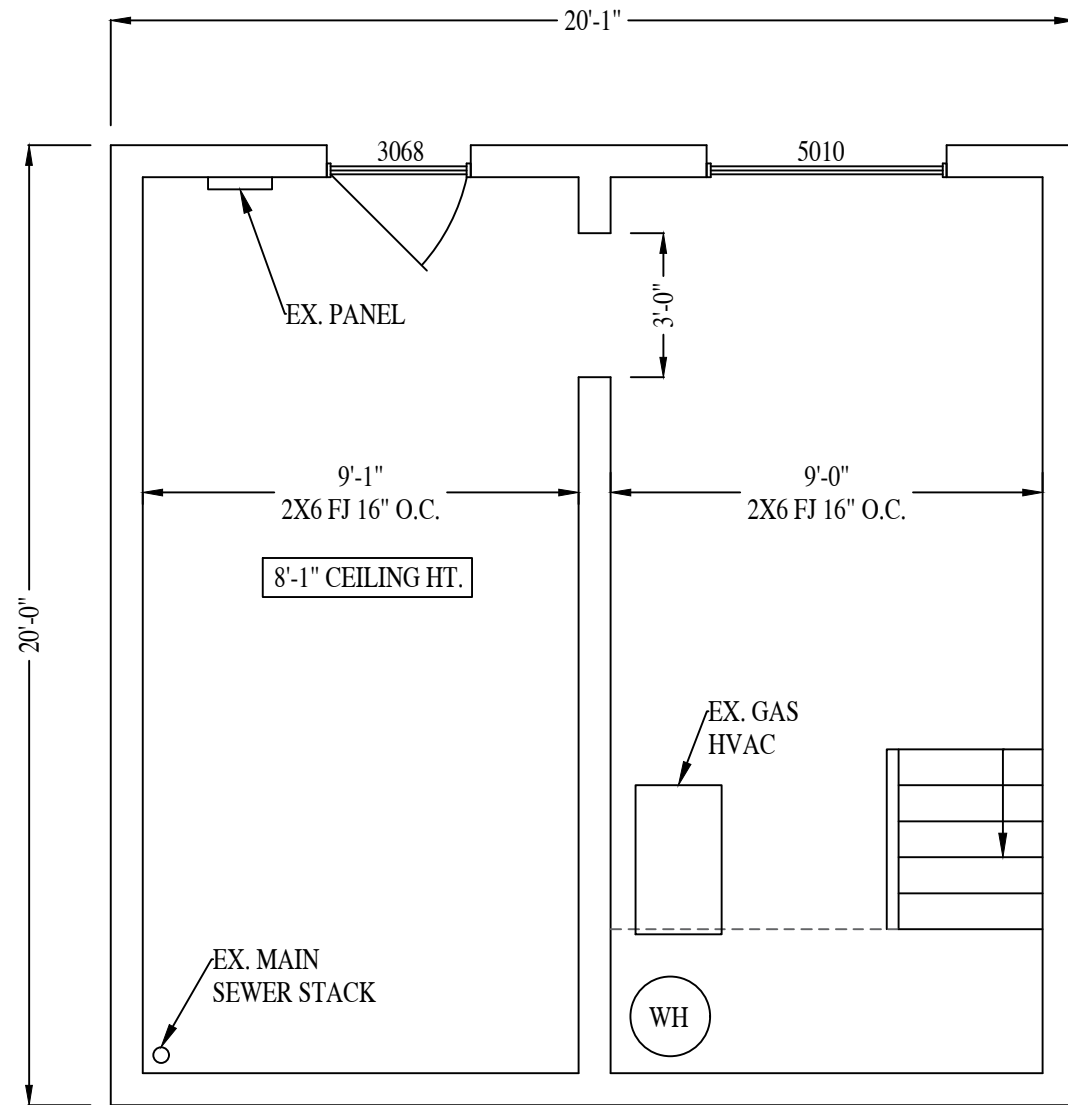
NOTES: THIS PROPERTY IS LOCATED IN F.E.M.A. FLOOD ZONE "X".  
CURRENT OWNER: JOSHUA MICHAEL ALLOWAY & KAYE-ANN ALLOWAY, TRUSTEES ID2023-15008



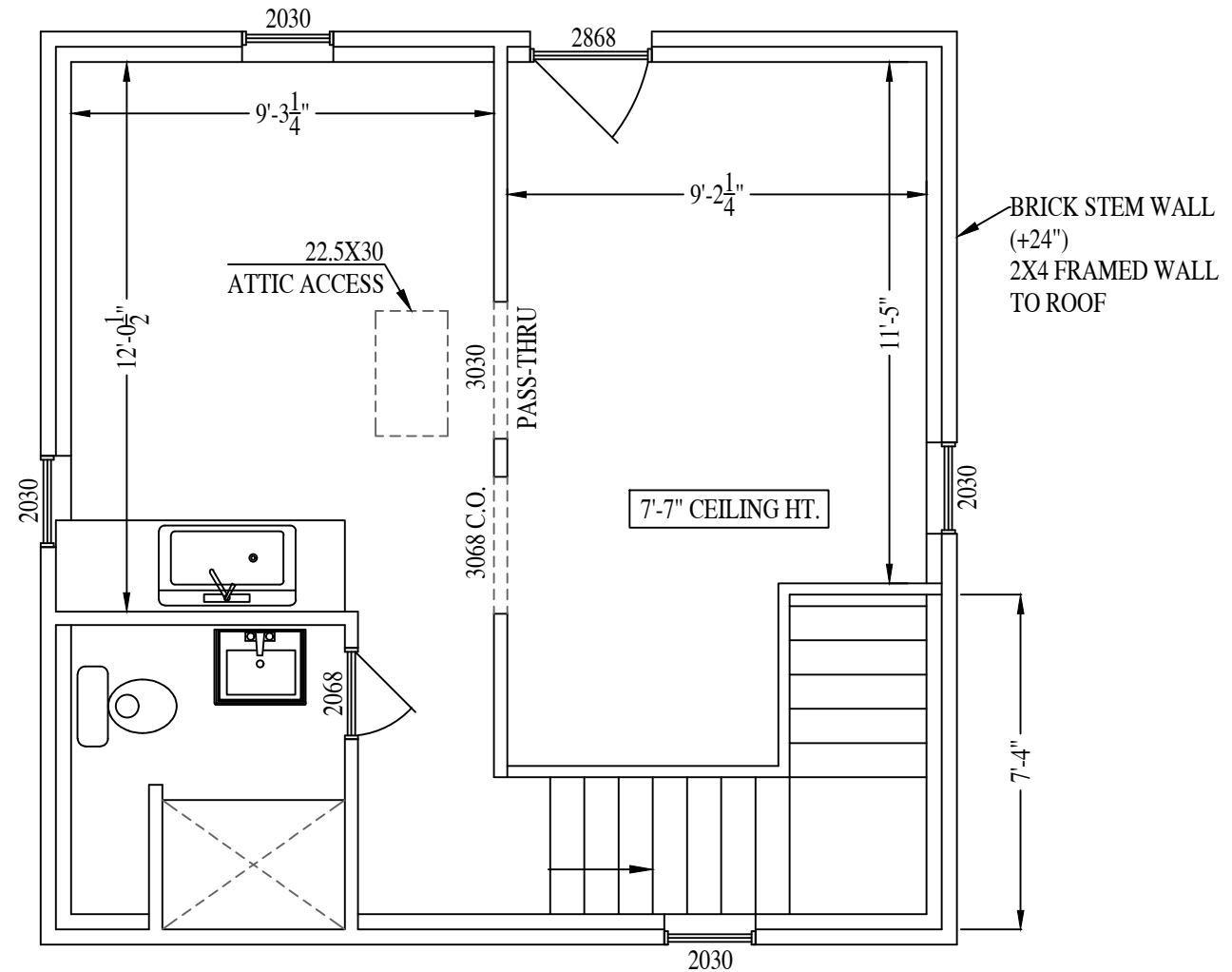
PLAT SHOWING IMPROVEMENTS ON LOTS 31 & 32, BLOCK 'A',  
PLAN OF "LEE ANNEX", IN THE CITY OF  
RICHMOND, VIRGINIA.



**McKNIGHT & ASSOCIATES, P.C.**  
LAND SURVEYORS PLANNERS  
201 TWIN RIDGE LANE  
RICHMOND, VIRGINIA 23235  
TELEPHONE (804) 320-2646  
JOB NUMBER: 88045308SUP



EXISTING FIRST FLOOR



EXISTING SECOND FLOOR

3208 PARK AVE ADU

**RIVER MILL DEVELOPMENT**

RIVERMILLDEVELOPMENT@GMAIL.COM  
PHONE: (434) 774-4535

REVISION NOTES

DATE	START

SCALE:

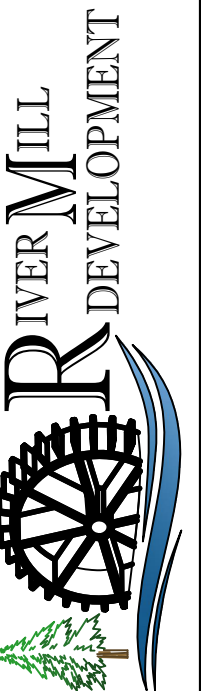
1/4" = 1'-0"

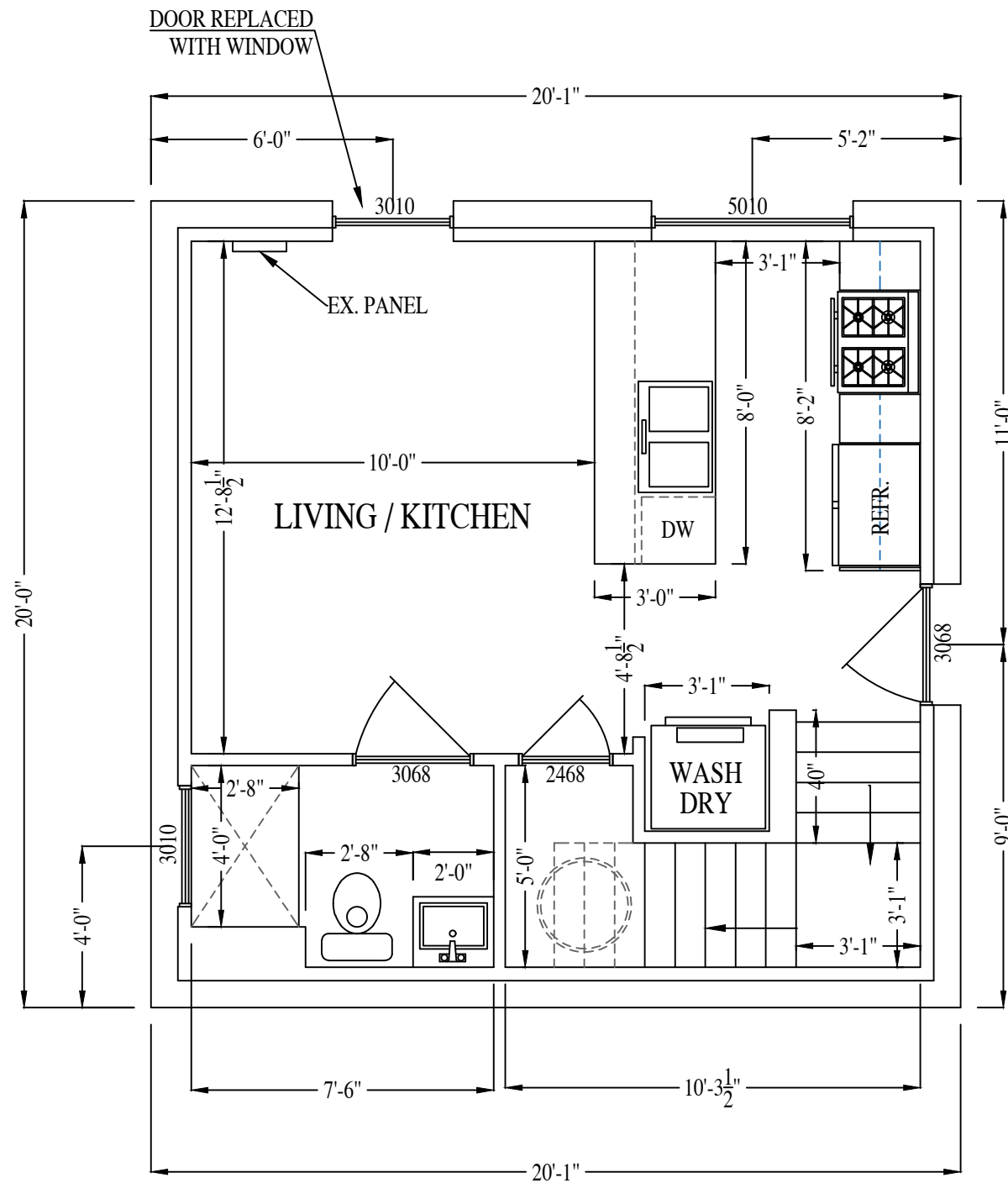
DATE:

12-19-2023

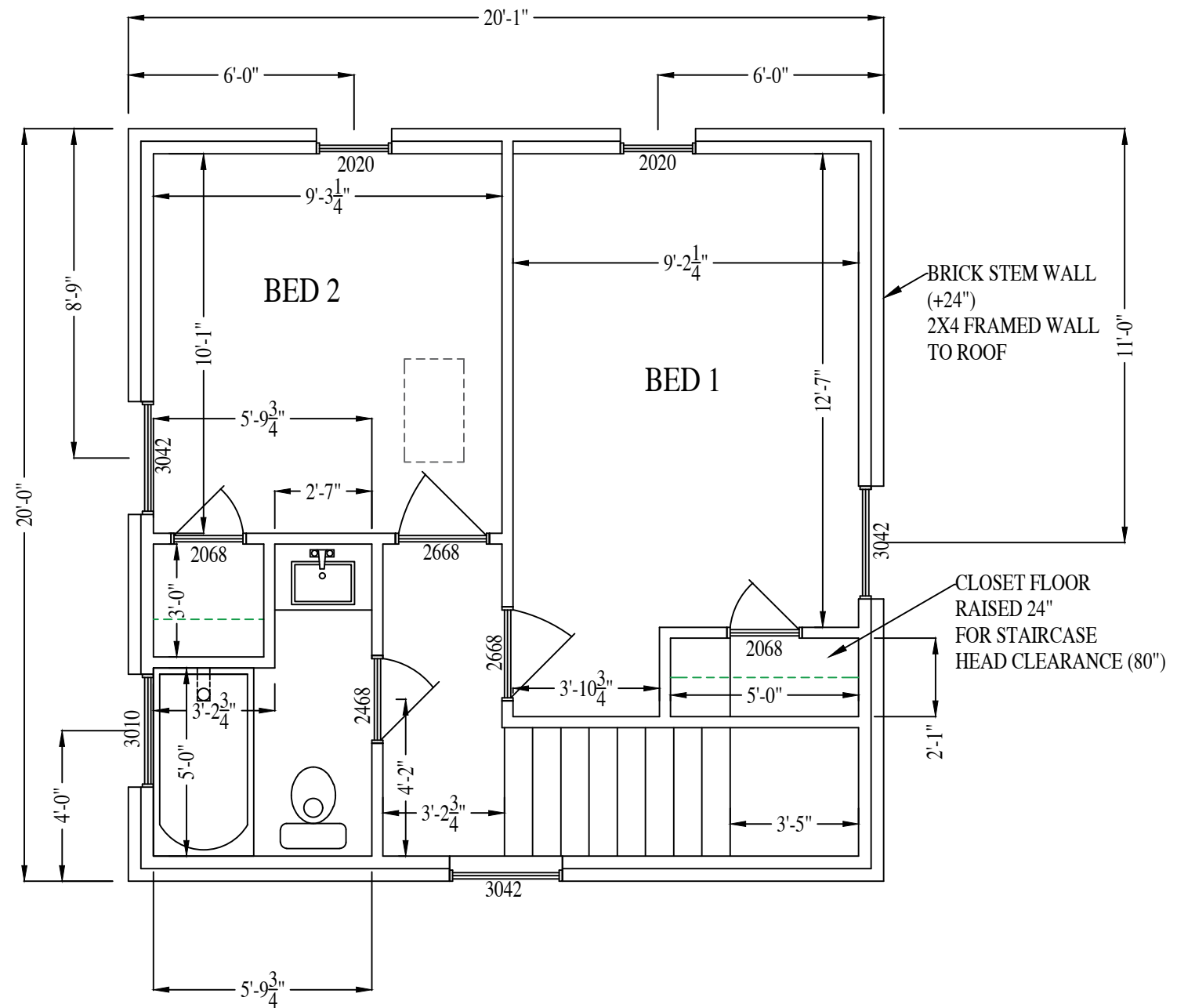
SHEET:

A1.1





PROPOSED FIRST FLOOR



PROPOSED SECOND FLOOR

3208 PARK AVE ADU

RIVER MILL DEVELOPMENT

RIVERMILLDEVELOPMENT@GMAIL.COM  
PHONE: (434) 774-4535

REVISION NOTES

DATE	START

SCALE:

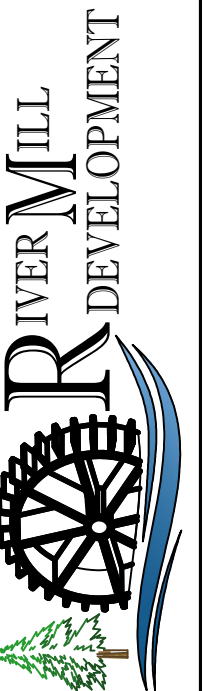
1/4" = 1'-0"

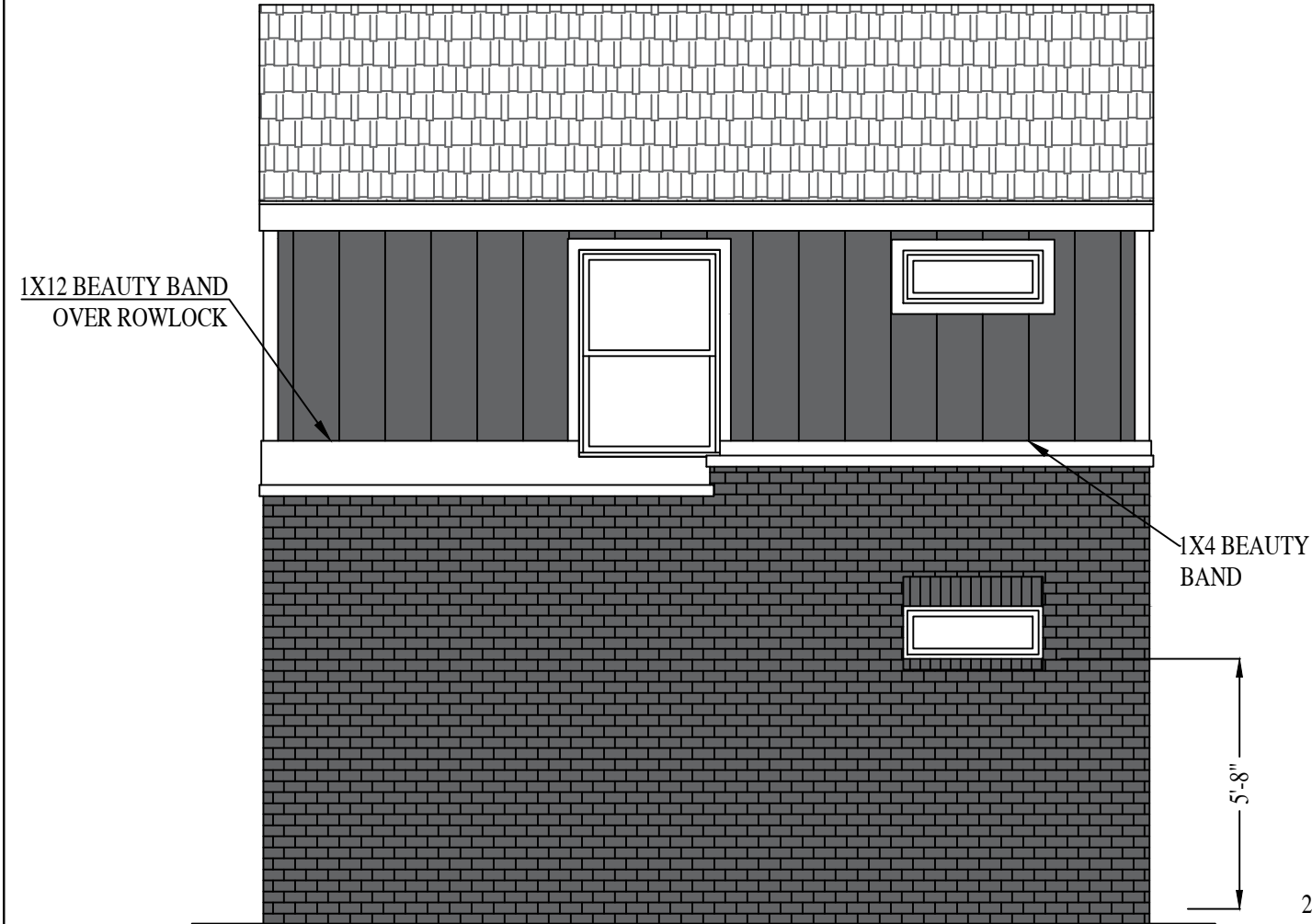
DATE:

12-19-2023

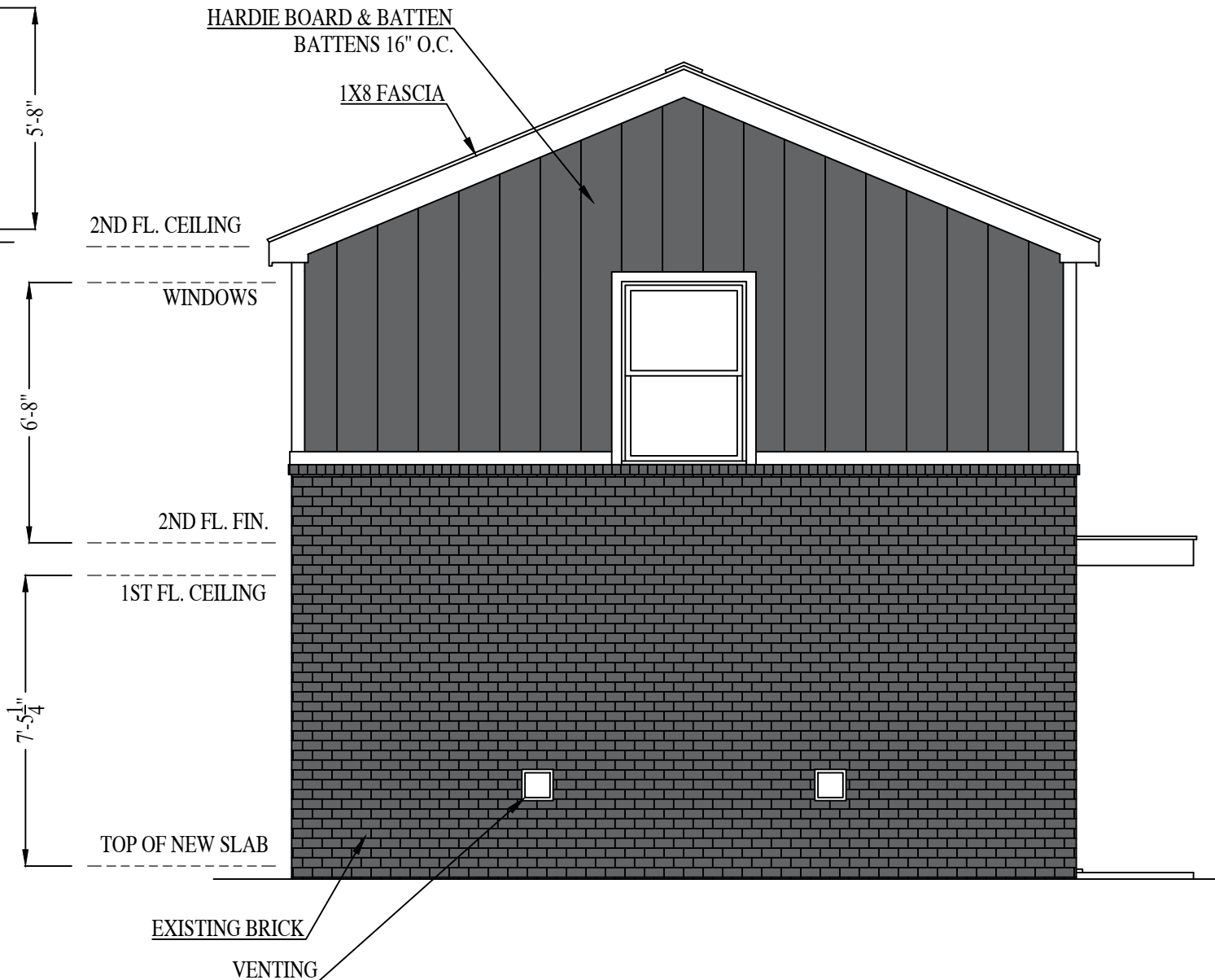
SHEET:

A1.2





WEST ELEVATION



SOUTH ELEVATION  
(FACING MAIN STRUCTURE)

3208 PARK AVE ADU

RIVER MILL DEVELOPMENT  
RIVERMILLDEVELOPMENT@GMAIL.COM  
PHONE: (434) 774-4535

REVISION NOTES

DATE	START

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

DATE:  
12-19-2023

SHEET:  
A2.2





