



CITY OF RICHMOND

DEPARTMENT OF  
PLANNING AND DEVELOPMENT REVIEW  
BOARD OF ZONING APPEALS

August 9, 2019

Cava Capital LLC  
5310 Markel Road Suite 104  
Richmond, Virginia 23230  
Attn: Kelly Henderson

To Whom It May Concern:

RE: **BZA 40-2019**

You are hereby notified that the Board of Zoning Appeals will hold a public hearing on Wednesday, September 4, 2019 at 1:00 p.m. in the 5th floor conference room, City Hall, 900 East Broad Street, to consider an application for a building permit to construct a new two-family detached dwelling at 1609 POLLOCK STREET (Tax Parcel Number N005-1079/009), located in an R-6 (Single-Family Attached Residential District).

Please be advised that the applicant or the applicant's representative must be present at the hearing. The Board of Zoning Appeals Rules of Procedure provides that in the case of an application for a variance or a special exception, the applicant, proponents or persons aggrieved under §15.2-2314 of the Code of Virginia, shall be permitted a total of six (6) minutes each to present their case. The Board of Zoning Appeals will withhold questions until the conclusion of the respective presentations.

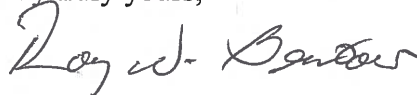
Finally, when you submitted your application to the zoning office you were given an handout entitled, Suggestions for Presenting Your Case to the Board, which indicated that you should discuss your request with your neighbor(s) and neighborhood

association(s) prior to appearing before the Board of Zoning Appeals. Contact information for civic group(s) can be found by navigating to the Civic Group webpage of the City's website at <http://www.richmondgov.com/PlanningAndDevelopmentReview/civicasassociationgroupinformation.aspx> . Once there, you can search for your property using the interactive map. A dialogue box will provide you with the names of all civic groups within which your property may lie. Once you have those group names, simply scroll down the page to the appropriate group(s) to find the contact information for each.

Please be advised that if you fail to discuss your request with your neighbors and neighborhood association(s), you should anticipate that your case will be continued until the Board's next regularly scheduled meeting. Please note that the Board's Rules of Procedure require payment of a \$150.00 continuance fee if the applicant must request a continuance for the reason that the applicant failed to discuss their case with their neighbors and neighborhood association(s). Please contact your neighborhood association to determine their meeting schedule. Be sure you allow yourself enough time to talk to all concerned parties prior to the hearing before the Board. For your convenience a list of the property owner(s) which have been identified based on the City Assessor's records as being located within a 150' radius of subject property is being provided to you (see attachment).

If you have any questions regarding the Board's procedures or any issue involving presentation of your case, please feel free to contact me.

Very truly yours,



Roy W. Benbow, Secretary  
Phone: (804) 240-2124  
Fax: (804) 646-5789  
E-mail: Roy.Benbow@richmondgov.com

cc: Zoning Administrator

Notice of this meeting is being sent to the persons whom the Board of Zoning Appeals believes to be property owners in the immediate vicinity of the property concerned in this application. This notice is for their information only, and there is no need for them to appear unless they so desire. The Board will, however, welcome such views as any persons care to express during the hearing on this application.

Banks Dianne C  
3302 4th Ave  
Richmond VA 23222

Freeman Arthur M Jr  
3220 4th Avenue  
Richmond VA 23222

Glover David O & Arleathea H Hatten  
1630 Pollock St  
Richmond VA 23222

Jkj Enterprises Inc  
Po Box 5128  
Glen Allen VA 23058

Jones Titus T  
1421 Bryan Street  
Richmond VA 23220

Linden Bgo LLC  
4901 Dickens Rd #119  
Richmond VA 23230

Mitchell Ruby A  
3214 4th Ave  
Richmond VA 23222

Parks Rebecca  
3222 4th Ave  
Richmond VA 23222

Pointer Regina C  
3223 Dill Avenue  
Richmond VA 23222

Tjc Realty Pollock LLC  
1401 E Cary St  
Richmond VA 23219

Two Avis Inc  
14701 Loren Dr  
Chester VA 23836

Whitaker Virginia S  
3216 Fourth Ave  
Richmond VA 23222

Wise In Home Investment Corp  
Po Box 3754  
Wise VA 24293

**Property:** 1609 Pollock St **Parcel ID:** N0051079009**Parcel**

**Street Address:** 1609 Pollock St Richmond, VA 23222-  
**Owner:** CAVA CAPITAL LLC  
**Mailing Address:** 5309 MARKEL RD #104, RICHMOND, VA 23230  
**Subdivision Name :** HIGHLAND PARK ADD  
**Parent Parcel ID:**  
**Assessment Area:** 308 - Highland Park Plaza  
**Property Class:** 101 - R Single Family Vacant (R1-R7)  
**Zoning District:** R-6 - Residential (Single Family Attached)  
**Exemption Code:** -

**Current Assessment**

**Effective Date:** 01/01/2019  
**Land Value:** \$40,000  
**Improvement Value:**  
**Total Value:** \$40,000  
**Area Tax:** \$0  
**Special Assessment District:** None

**Land Description**

**Parcel Square Feet:** 10228.8  
**Acreage:** 0.235  
**Property Description 1:** HIGHLAND PARK ADD PTSL12-15 BC  
**Property Description 2:** 0085.24X0120.00 0000.000  
**State Plane Coords( ?):** X= 11798221.999991 Y= 3733299.490688  
**Latitude:** 37.57106489 , **Longitude:** -77.41204080

**Description**

**Land Type:** Residential Lot A  
**Topology:** Level  
**Front Size:** 85  
**Rear Size:** 120  
**Parcel Square Feet:** 10228.8  
**Acreage:** 0.235  
**Property Description 1:** HIGHLAND PARK ADD PTSL12-15 BC  
**Property Description 2:** 0085.24X0120.00 0000.000  
**Subdivision Name :** HIGHLAND PARK ADD  
**State Plane Coords( ?):** X= 11798221.999991 Y= 3733299.490688  
**Latitude:** 37.57106489 , **Longitude:** -77.41204080

**Other**

**Street improvement:** Paved  
**Sidewalk:** Yes

**Assessments**

Assessment Year	Land Value	Improvement Value	Total Value	Reason
2020	\$45,000	\$0	\$45,000	Reassessment
2019	\$40,000	\$0	\$40,000	Reassessment
2018	\$25,000	\$0	\$25,000	Reassessment
2017	\$25,000	\$0	\$25,000	Reassessment
2016	\$25,000	\$0	\$25,000	Reassessment
2015	\$27,000	\$0	\$27,000	Reassessment
2014	\$27,000	\$0	\$27,000	Reassessment
2013	\$27,000	\$0	\$27,000	Reassessment
2012	\$27,000	\$0	\$27,000	Reassessment
2011	\$27,000	\$0	\$27,000	CarryOver
2010	\$27,000	\$0	\$27,000	Reassessment
2009	\$27,000	\$0	\$27,000	Reassessment
2008	\$27,000	\$0	\$27,000	Reassessment
2007	\$24,500	\$0	\$24,500	Reassessment
2006	\$32,600	\$1,700	\$34,300	Reassessment
2005	\$24,500	\$1,700	\$26,200	Reassessment
2004	\$22,300	\$1,500	\$23,800	Reassessment
2003	\$19,400	\$1,400	\$20,800	Reassessment
2002	\$17,600	\$1,300	\$18,900	Reassessment
1998	\$13,500	\$1,000	\$14,500	Not Available

**Transfers**

Transfer Date	Consideration Amount	Grantor Name	Deed Reference	Verified Market Sale Description
05/16/2018	\$15,000	MICKENS THOMAS	ID2018-9808	2 - INVALID SALE-Special Financing/Terms, etc.
02/17/2017	\$0	NEAL JEANINE	ID2017-3313	2 - INVALID SALE-DO NOT USE
02/17/2017	\$6,000	RICHMOND METROPOLITAN HABITAT	ID2017-3312	2 - INVALID SALE-DO NOT USE
04/05/2010	\$0	HIGHLAND PARK COMMUNITY	ID2010-5839	2 - INVALID SALE-DO NOT USE
09/09/2004	\$0	HOT VOLT ELECTRIC INC	ID2004-30357	
04/21/2004	\$11,000	TURNER BERNICE M	ID2004-12656	
09/15/1976	\$12,000	Not Available	00712-0250	

**Planning**

**Master Plan Future Land Use:** SF-MD  
**Zoning District:** R-6 - Residential (Single Family Attached)  
**Planning District:** North  
**Traffic Zone:** 1021  
**City Neighborhood Code:** NHP  
**City Neighborhood Name:** North Highland Park  
**Civic Code:**  
**Civic Association Name:**  
**Subdivision Name:** HIGHLAND PARK ADD  
**City Old and Historic District:**  
**National historic District:** Highland Park Plaza  
**Neighborhoods in Bloom:**  
**Redevelopment Conservation Area:** Highland Park

**Economic Development**

**Care Area:** -  
**Enterprise Zone:**

**Environment**

**100 YEAR Flood Plain Flag:** Contact the Water Resources Division at 646-7586.  
**500 YEAR Flood Plain Flag:** N  
**Resource Protection Flag:** Contact the Water Resources Division at 646-7586.  
**Wetland Flag:** N

**Census**

Census Year	Block	Block Group	Tract
2000	1014	0109001	010900
1990	110	0109001	010900

**Schools**

**Elementary School:** Overby Sheppard  
**Middle School:** Martin Luther King Jr  
**High School:** Armstrong

**Public Safety**

**Police Precinct:** 4  
**Police Sector:** 411  
**Fire District:** 15  
**Dispatch Zone:** 093A

**Public Works Schedules**

**Street Sweep:** TBD  
**Leaf Collection:** TBD  
**Refuse Collection:** Wednesday  
**Bulk Collection:** TBD

**Government Districts**

**Council District:** 6  
**Voter Precinct:** 604  
**State House District:** 71  
**State Senate District:** 9  
**Congressional District:** 4

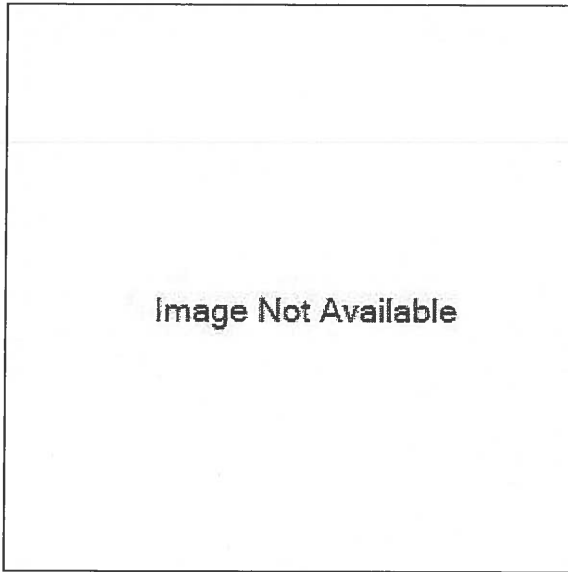
**Property Images**

Name:N0051079009 Desc:

[Click here for Larger Image](#)

**Sketch Images**

Name: Desc:





# RICHMOND BOARD OF ZONING APPEALS APPLICATION FORM



**THE RICHMOND ZONING ADMINISTRATION OFFICE**  
**ROOM 110, CITY HALL, 900 EAST BROAD STREET**  
**RICHMOND, VIRGINIA 23219**  
**(804) 646-6340**

TO BE COMPLETED BY THE APPLICANT	
<b>PROPERTY OWNER:</b> <u>Cava Capital LLC</u> <b>ADDRESS:</b> <u>5310 Market Road Suite 104</u> <u>Richmond, Virginia 23230</u> <b>Agent:</b> <u>Kelly Henderson</u>	<b>PHONE: (Home)</b> ( ) ( ) ( ) ( ) ( ) <b>(Mobile)</b> (804) <u>647-1041</u> <b>FAX:</b> ( ) ( ) ( ) ( ) ( ) <b>(Work)</b> ( ) ( ) ( ) ( ) ( ) <b>E-mail Address:</b> <u>khenderson@cavacompanies.com</u>
<b>PROPERTY OWNER'S REPRESENTATIVE:</b> _____ <b>(Name/Address)</b> _____	
<b>PHONE: (Home)</b> ( ) ( ) ( ) ( ) ( ) <b>(Mobile)</b> ( ) ( ) ( ) ( ) ( ) <b>FAX:</b> ( ) ( ) ( ) ( ) ( ) <b>(Work)</b> ( ) ( ) ( ) ( ) ( ) <b>E-mail Address:</b> _____	

## TO BE COMPLETED BY THE ZONING ADMINISTRATION OFFICE

**PROPERTY ADDRESS (ES):** 1609 Pollock Street

**TYPE OF APPLICATION:** ☐ VARIANCE ☒ SPECIAL EXCEPTION ☐ OTHER \_\_\_\_\_

**ZONING ORDINANCE SECTION NUMBERS(S):** 30-300 & 30-630.2(b)(2)

**APPLICATION REQUIRED FOR:** A building permit to construct a new two-family detached dwelling.

**TAX PARCEL NUMBER(S):** N005-1079-009 **ZONING DISTRICT:** R-6 (Single-Family Attached Residential)

**REQUEST DISAPPROVED FOR THE REASON THAT:** The front yard (setback) requirement is not met. As per the 1 in 4 rule, a front yard varying in depths from 64.25 feet to 59.75 feet ± is required; twenty-five (25) feet ± is proposed.

\_\_\_\_\_

\_\_\_\_\_

**DATE REQUEST DISAPPROVED:** July 19, 2019 **FEE WAIVER:** YES ☐ NO: ☒

**DATE FILED:** July 19, 2019 **TIME FILED:** 9:30 a.m. **PREPARED BY:** Josh Young **RECEIPT NO.** BZAR-058003-2019

**AS CERTIFIED BY:** [Signature] **(ZONING ADMINISTRATOR)**

<b>I BASE MY APPLICATION ON:</b>	
<b>SECTION 17.20 PARAGRAPHS(S)</b> _____	<b>OF THE CHARTER OF THE CITY OF RICHMOND</b>
<b>SECTION 15.2 -2309.2</b> <input type="checkbox"/>	<b>OF THE CODE OF VIRGINIA [OR]</b>
<b>SECTION 1040.3 PARAGRAPHS(S)</b> <u>1</u>	<b>OF THE ZONING ORDINANCE OF THE CITY OF RICHMOND</b>

TO BE COMPLETED BY APPLICANT	
<b>I have received the handouts, Suggestions for Presenting Your Case to the Board &amp; Excerpts from the City Charter.</b> <input checked="" type="checkbox"/>	
<b>I have been notified that I, or my representative, must be present at the hearing at which my request will be considered.</b>	
<b>SIGNATURE OF OWNER OR AUTHORIZED AGENT:</b> <u>Kelly Henderson</u>	<b>DATE:</b> <u>08/02/19</u>

## \*\*\* TO BE COMPLETED BY THE SECRETARY TO THE BOARD OF ZONING APPEALS \*\*\*

**CASE NUMBER:** BZA 40-2019 **HEARING DATE:** September 4, 2019 **AT** 1:00 **P.M.**

BOARD OF ZONING APPEALS CASE BZA 40-2019  
150' Buffer

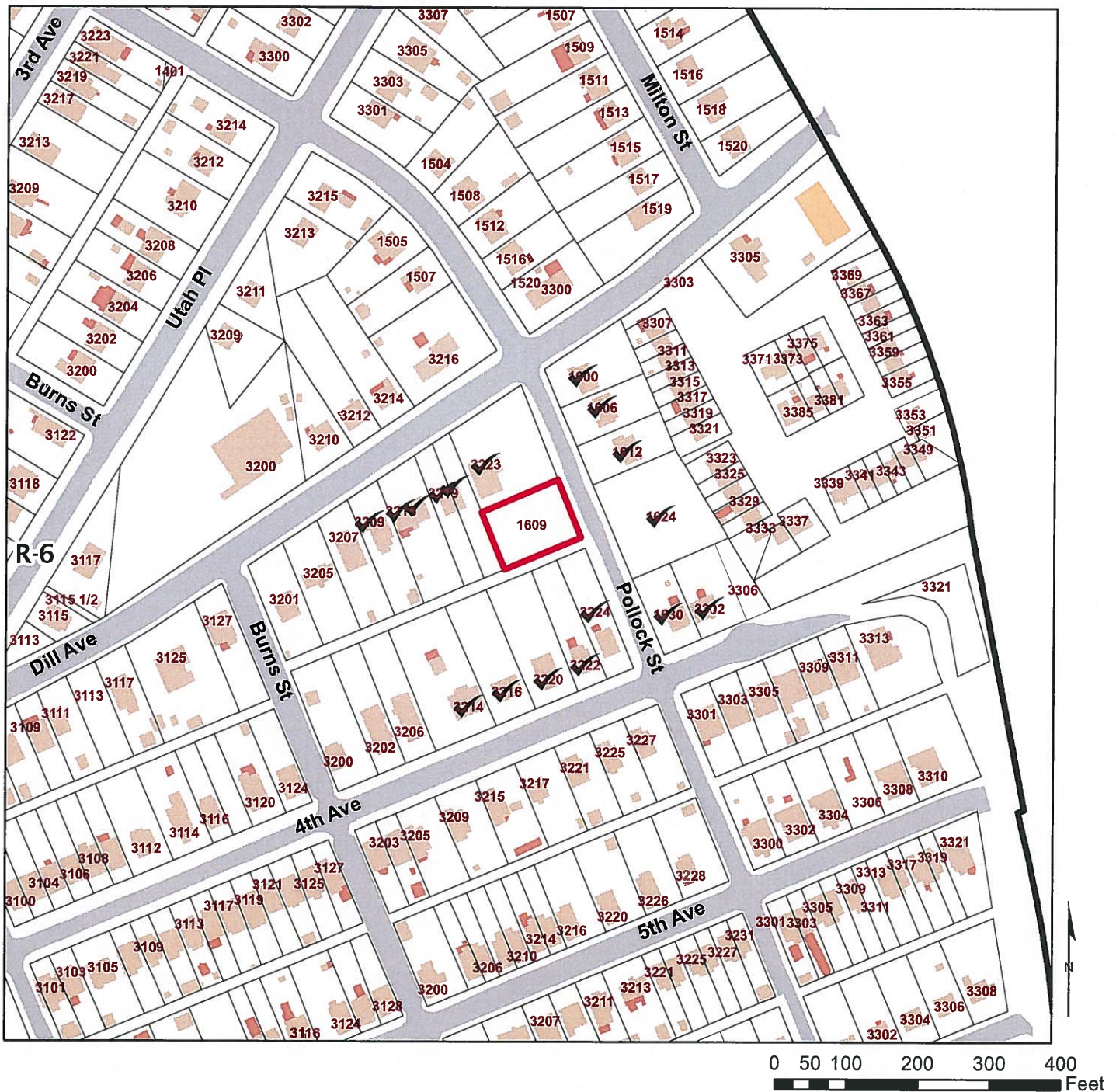
APPLICANT(S): Cava Capital LLC

PREMISES: 1609 Pollock Street

(Tax Parcel Number N005-1079/009)

SUBJECT: A building permit to construct a new two-family detached dwelling.

REASON FOR THE REQUEST: Based on Sections 30-300 & 30-630.2(b)(2)  
of the Zoning Ordinance for the reason that:  
The front yard (setback) requirement is not met.





## BOARD OF ZONING APPEALS PRESENTATION SUGGESTIONS

### CITY OF RICHMOND, VIRGINIA

When presenting your request for a variance or exception to the Board of Zoning Appeals, it is important that you consider the points outlined below. The City Charter requires that every decision of the Board must be based upon a finding of fact that the Board must determine from sworn testimony, together with pertinent evidence, presented at its public hearing. It is essential that the Board receive thorough and complete information in order for it to adequately consider your case and make an informed decision.

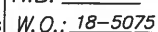
1. The powers and duties of the Board of Zoning Appeals are specified in Section 17.20 of the City Charter and Article X, Division 5, of the Zoning Ordinance. The Zoning Office will assist you in identifying how your case should be filed. If you have questions regarding your case filing, please contact the Zoning Administration Office (646-6340/6701). Please review the applicable provisions of the City Charter or the Zoning Ordinance thoroughly and address them when presenting your case to the Board to show that the applicable requirements have been satisfied.
2. The Board of Zoning Appeals is a quasi-judicial board whose decisions are controlled by statutory law and also take into consideration applicable case law that has been handed down by the Richmond Circuit Court and the Virginia Supreme Court. The Board suggests that if you have any legal questions regarding statutory or case law as it may apply to your application, that those legal issues should be discussed with an attorney before you make your final decision to submit an application to the Board.
3. The Board considers it absolutely essential that you discuss your case with your neighbors (notification letters are sent to property owners within a 150-foot radius of your property) as well as your neighborhood association(s). Information regarding your neighborhood association(s) and/or contact person(s) may be obtained from the City's website at <http://www.richmondgov.com/PlanningAndDevelopmentReview/civicasociationgroupinformation.aspx> Once on the page, you can search for your property using the interactive map. A dialogue box will provide you with the names of all civic groups within which your property may lie. Once you have those group names, scroll down the page to the appropriate group(s) to find the contact information for each.
4. **Please be advised that if you fail to discuss your request with your neighbors and neighborhood association(s), you should anticipate that your case will be continued until the Board's next regularly scheduled meeting.** It is highly recommended that you contact your neighborhood association as soon as possible to determine their meeting schedule in order to be sure you allow yourself enough time to talk to all concerned parties prior to the hearing before the Board. The Board's Rules of Procedure require payment of a \$150.00 continuance fee if the applicant must request a continuance for the reason that the applicant failed to discuss their case with their neighbor(s) or neighborhood association(s).
4. You are also strongly encouraged to discuss your pending case with the Secretary of the Board, Roy Benbow (804-240-2124) well before the hearing. The Secretary can be helpful by explaining the BZA public hearing process.
5. Utilizing photographs, plans, maps, diagrams and such other written or graphic evidence as needed to fully explain your request can be a great help to the Board in understanding your request and thereby improve your chances for success. Remember a picture is worth a thousand words.
6. Note that, although the Board is not authorized to grant a waiver from the zoning regulations based on financial circumstances alone, it may be a factor to be taken into consideration along with other facts in a case. If your case involves such a factor, please provide the Board with complete and relevant financial information for its review.
7. The Board's hearings are informal, although all testimony is taken under oath. You are not required to be represented by an attorney in presenting your case. However, if you choose, you may have legal representation and/or may utilize such technical experts or other persons to testify on your behalf as you feel are needed to adequately explain your request to the Board.

Acknowledgement of Receipt by Applicant or Authorized Agent: 

(Revised: 4/28/16)

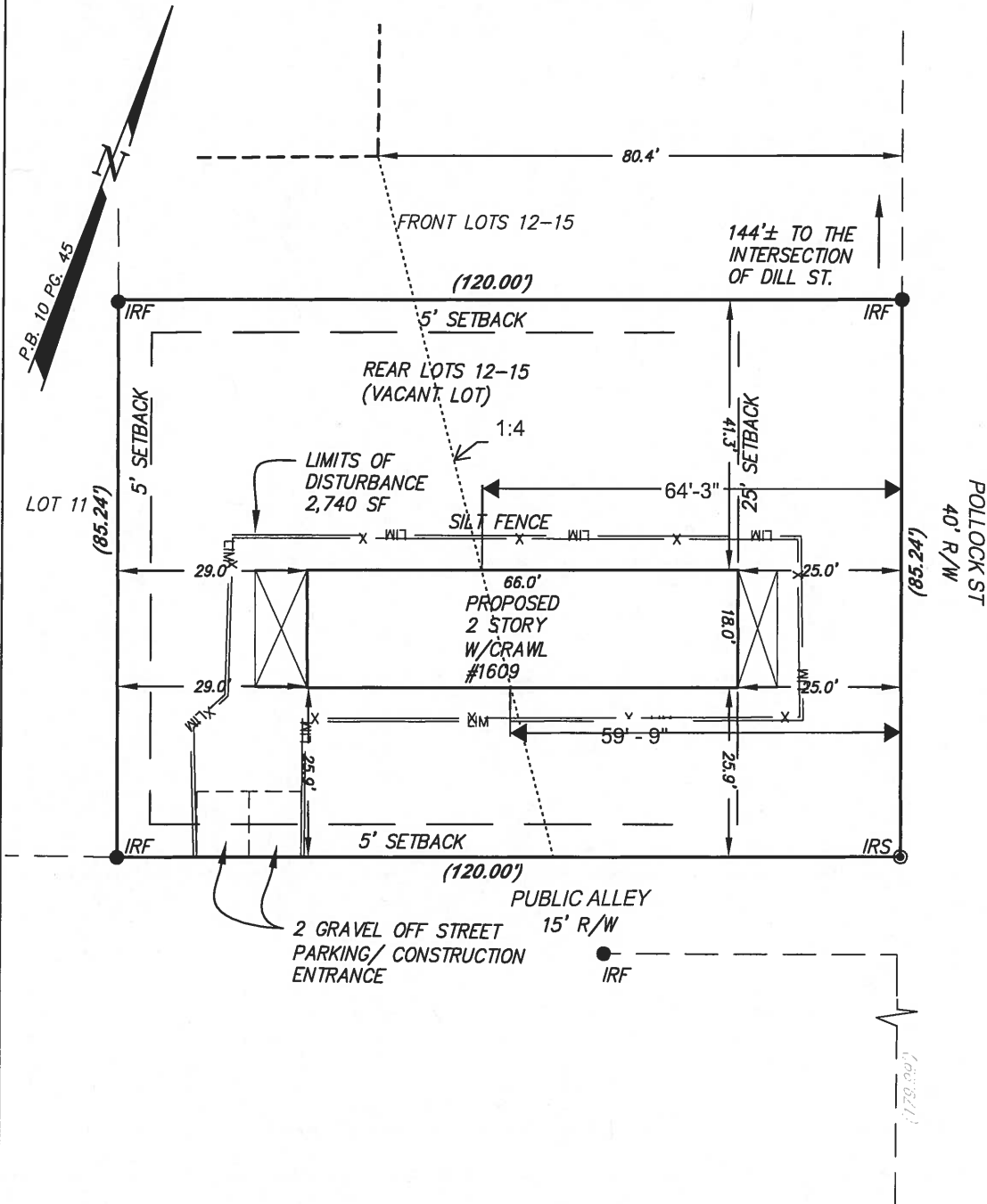


1. OWNER OF RECORD: CAVA CAPITOL LLC
2. LEGAL REFERENCES: INST. 180009808
3. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND IS SUBJECT THERETO. THEREFORE, THERE MAY EXIST ENCUMBRANCES WHICH AFFECT THE PROPERTY NOT SHOWN HEREON.
4. THE SUBJECT PROPERTY IS WITHIN THE LIMITS OF FLOOD ZONE "X" AS SHOWN ON THE FEMA F.I.R.M. #5101290033D WITH AN EFFECTIVE DATE OF APRIL 2, 2009. THIS DETERMINATION IS BASED ON SAID MAP AND HAS NOT BEEN VERIFIED BY ACTUAL FIELD ELEVATIONS.
5. THIS BUILDING IS BASED ON HOUSE SIZE INFORMATION SUPPLIED BY THE OWNER/CONTRACTOR.
6. THE OWNER/CONTRACTOR SHALL INSURE HIMSELF THAT THE LOCATION OF THE HOUSE MEETS THE SETBACK REQUIREMENTS OF THE ZONING ORDINANCE WHEN CONSTRUCTED



**GENERAL NOTES:**

1. OWNER OF RECORD: CAVA CAPITOL LLC
2. LEGAL REFERENCES: INST. 180009808
3. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND IS SUBJECT THERETO. THEREFORE, THERE MAY EXIST ENCUMBRANCES WHICH AFFECT THE PROPERTY NOT SHOWN HEREON.
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**BUILDING PERMIT PLOT PLAN**

**1609 POLLOCK ST**

REAR LOTS 12-15 BLOCK C  
HIGHLAND PARK ADDITION  
RICHMOND, VIRGINIA  
SCALE: 1"=20'

**LEGEND**

IRF = IRON ROD FOUND  
IRS = IRON ROD SET

TAX #. N0051079009

DRAWN MGM

CALC. MGM CHK'D JCG

CLOSED: MGM



**parker**  
DESIGN GROUP, INC.  
ENGINEERS \* SURVEYORS \* PLANNERS \* LANDSCAPE ARCHITECTS

1915-B W. Cary Street  
Richmond, Virginia 23220

Phone: 804-358-2947

Fax: 804-359-9645

www.parkerdg.com

DATE: 9 JULY 2018

REV: 19 JULY 2018

N.B.

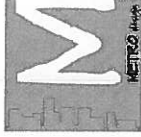
W.O.: 18-5075

PRELIMINARY - NOT FOR CONSTRUCTION

OWNER

CAVA COMPANIES, INC.  
5310 MARKEL RD, SUITE 104  
RICHMOND, VA 23230  
(804) 510-0667

DESIGNER



METRO design, llc  
P.O. Box 25788  
Richmond, VA 23260  
cpro@metrodesigns.com  
(804) 811-0818

SEAL

PROJECT INFORMATION

RESIDENTIAL DUPLEX  
1609 POLLOCK AVENUE  
RICHMOND, VA 23222

ISSUES

NO

DATE

DESCRIPTION

REVISIONS

NO

DATE

DESCRIPTION

PROJECT NUMBER:

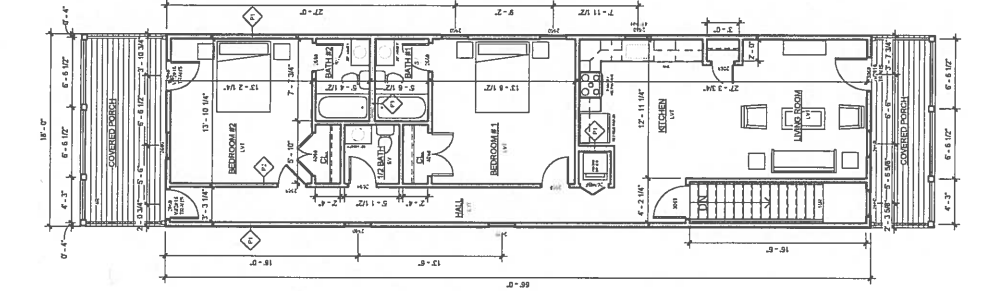
DATE BY:

SCALE:

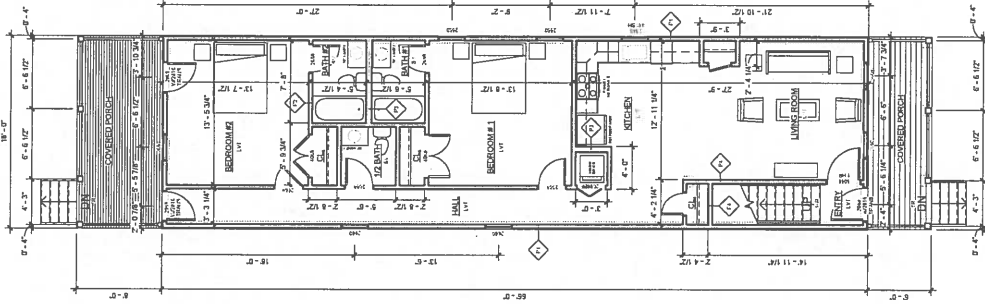
DATE:

SHEET NAME & TITLE

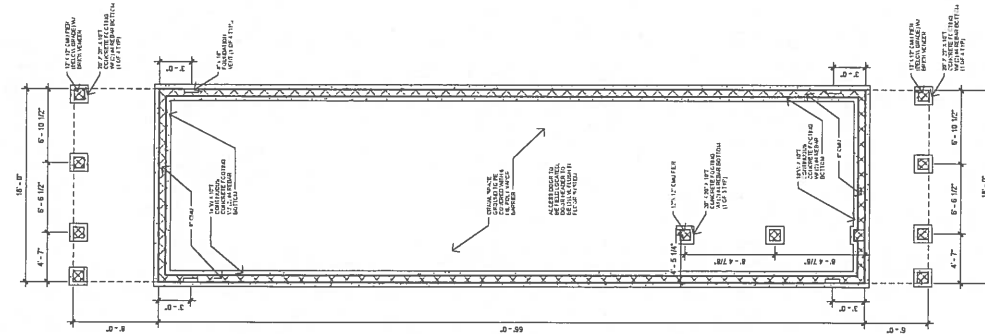
FLOOR PLANS  
A1.1



③ Second Floor Plan  
1/8" = 1'-0"



② First Floor Plan  
1/8" = 1'-0"



① Foundation Plan  
1/8" = 1'-0"

② East  
1/8" = 1'-0"

Level 3  
19' - 5 1/4"

Level 2  
10' - 4"

Level 1  
0' - 0"

2 East  
1/8" = 1'-0"

② East  
1/8" = 1'-0"

Level 3  
19' - 5 1/4"

Level 2  
10' - 4"

Level 1  
0' - 0"

North  
1/8" = 1'-0"

4 West  
1/8" = 1'.0"

4 West  
1/8" = 1'.0"

## ELEVATIONS

### A2.1



**CITY OF RICHMOND**

DEPARTMENT OF  
PLANNING AND DEVELOPMENT REVIEW  
ZONING ADMINISTRATION

March 19, 2018

Cava Capital, LLC  
5310 Markel Road Suite 104  
Richmond, Virginia 23230

Attn: Kelly Henderson

**RE: 1609 Pollock Street**  
Tax Parcel: N005-1079/009

Dear Ms. Henderson:

Thank you for your request of a *Zoning Confirmation Letter* regarding the above referenced property. In response to your letter, be advised of the following:

The property is located within an R-6 (Single-Family Attached Residential) zoning district. The R-6 District requires a minimum lot area of not less than six thousand square feet (6,000 SF) and a minimum lot width of not less than fifty feet (50') for two-family detached dwellings. According to the City Assessor's records and deeds, the subject property has a lot width of eighty-five and two tenths feet (85.20'), and a lot depth of approximately one hundred twenty feet (120.00'), which results in a lot area of 10,228.80 square feet. The lot is deeded as an independent lot of record.

In summary, based on the information available to me at this time, it is my determination that the lot is buildable from the zoning perspective for a two-family detached dwelling. Other zoning requirements that would affect the potential development of the site are as follows:

1. Front yard – not less than fifteen feet (15') or as determined by the existing setbacks of adjacent main buildings within one hundred feet (100'). Based on this requirement, the dwelling located at 3223 Dill Avenue may dictate an additional front yard (setback) per Section 30-630.2 of the Zoning Ordinance (see attachment). Requesting and obtaining a Variance from the front yard (setback) requirement from the Board of Zoning Appeals (BZA) may be necessary.
2. Side yards – not less than five feet (5').
3. Rear yard – not less than five feet (5').
4. Lot coverage – not to exceed fifty-five percent (55%) of the area of the lot.
5. Building height – not to exceed thirty-five feet (35'). No accessory building shall exceed twenty feet (20') in height.
6. Parking – minimum of two (2) on-site parking spaces.





DEPARTMENT OF PLANNING AND DEVELOPMENT REVIEW  
BUREAU OF PERMITS AND INSPECTION  
ROOM 110 CITY HALL  
900 E. BROAD STREET  
RICHMOND, VIRGINIA 23219  
PHONE (804) 646-4169  
FAX (804) 646-1569

**BUILDING B**  
**PERMIT/CERTIFICATE**  
**APPLICATION**

**THIS IS AN APPLICATION ONLY. IT IS NOT AUTHORIZATION TO START ANY WORK.**  
**NO WORK SHALL START UNTIL A PERMIT IS POSTED ON THE JOB SITE.**

CONTRACTOR/OWNER INFORMATION	1 JOB/PROPERTY ADDRESS (STREET & NUMBER) <b>1609 POLLOCK STREET</b>						2 FLOOR							
	3 CONTRACTOR NAME			4 LICENSE TYPE		5 CLASS <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C		6 STATE LICENSE NO.						
	7 CONTRACTOR STREET ADDRESS			8 CONTRACTOR TELEPHONE NO. / EMAIL ADDRESS										
	9 CITY			STATE			ZIP CODE			10 CONTRACTOR FAX NO.				
BUILDING INFORMATION	11 PROPERTY OWNER NAME <b>CAVA CAPITAL LLC</b>			12 PROPERTY OWNER ADDRESS/ZIP <b>5310 MARKET RD, SUITE 104 RICHMOND</b>			13 OWNER DAYTIME TELEPHONE NO. <b>804-647-1041</b>							
	14 DESCRIBE CURRENT STRUCTURE USE <b>VACANT LOT</b>			15 DESCRIBE PROPOSED STRUCTURE USE <b>SINGLE FAMILY DWELLING</b>										
	16 NEW ACCESSORY BLDG. <input type="checkbox"/> ACC		17 ADDITION <input type="checkbox"/> ADD		18 RESIDENTIAL GARAGE <input type="checkbox"/> AD1		19 RESIDENTIAL DECK <input type="checkbox"/> AD2		20 OPEN PORCH <input type="checkbox"/> AD3		21 ENCLOSED PORCH <input type="checkbox"/> AD4		22 ALTER/REMODEL LIGHT <input type="checkbox"/> AL1	
	23 ALTER/REMODEL HEAVY <input type="checkbox"/> AL2		24 DEMOLITION <input type="checkbox"/> DEM		25 TENANT FITUP <input type="checkbox"/> FUP		26 FOUNDATION ONLY <input type="checkbox"/> FOU		27 NEW BUILDING <input type="checkbox"/> NB		28 MOVING/RELOCATION <input type="checkbox"/> REL		29 REPAIR/REPLACEMENT <input type="checkbox"/> REP	
WORK DESCRIPTION	30 IF 1 OR 2 FAMILY <input checked="" type="checkbox"/> 1 FAMILY <input type="checkbox"/> 2 FAMILY <input type="checkbox"/> 1 FAMILY <input type="checkbox"/> 2 FAMILY										31 IF MULTIFAMILY, NUMBER OF UNITS PER STRUCTURE <input checked="" type="checkbox"/>		32 CHECK ONE (IF APPLICABLE) <input type="checkbox"/> 1. LODGING HOUSE <input type="checkbox"/> 3. ADULT CARE RESIDENCE <input type="checkbox"/> 2. NURSING HOME	
	INSTRUCTIONS: ENTER APPROPRIATE AMOUNTS FOR A, B, C, D, E & F. TOTAL A, B, C, D, E & F. SUBTRACT THIS TOTAL FROM A TO OBTAIN G. COSTS ARE TO INCLUDE MATERIAL, LABOR, SUBCONTRACTS OVERHEAD & PROFIT.			A TOTAL CONST. COST OF ENTIRE JOB \$		C MECH. COST \$		E SPRINKLER COST \$		G. TOTAL CONSTRUCTION COST LESS TRADE PERMITS \$				
	B. ELEC. COST \$			D. PLUMB. COST \$		F. ELEVATOR COST \$								
	34 DESCRIBE SCOPE OF WORK <b>CONSTRUCT NEW SINGLE FAMILY DETACHED DWELLING</b>													
LIEN INFORMATION	35 LIEN AGENT NAME						36 PHONE NO.							
	37 ADDRESS						ZIP CODE							
CONTACT INFORMATION	38 CONTACT PERSON <b>KELLY HENDERSON</b>						39 CONTACT PHONE NO. <b>804-647-1041</b>						40 CONTACT FAX NO.	
	41 CONTACT ADDRESS <b>5310 MARKET RD SUITE 104 RICHMOND</b>						ZIP CODE <b>23290</b>		42 EMAIL					
	43 DO YOU WANT TO BE CALLED TO PICK UP PERMIT WHEN ISSUED? <input type="checkbox"/> YES <input type="checkbox"/> NO						NAME						PHONE NO.	
	44 ENGINEER/ARCHITECT NAME						45 ENGINEER/ARCHITECT PHONE NO.		46 ENGINEER/ARCHITECT FAX NO.		47 EMAIL			
RE-RDP ONLY	48 ROOF TYPE 1 (SEE BACK FOR LIST)				49 NO. OF SQUARES		50 ROOF TYPE 2 (SEE BACK FOR LIST)				51 NO. OF SQUARES			
	NOT REQUIRED FOR 1 & 2 FAMILY <input checked="" type="checkbox"/>				52 AUTOMATIC SPRINKLERS <input type="checkbox"/> YES <input type="checkbox"/> NO				53 FIRE ALARM SYSTEM <input type="checkbox"/> YES <input type="checkbox"/> NO					
LOT & BUILDING SIZE	54 BUILDING FINISHED AREA NEW OR ADDITION (SQ. FT.)		55 BUILDING UNFINISHED AREA NEW OR ADDITION (SQ. FT.)		56 GARAGE AREA (SQ. FT.)		57 OPEN PORCH AREA (SQ. FT.)		58 ENCLOSED PORCH AREA (SQ. FT.)		59 NUMBER OF FLOORS			
	59 BUILDING AREA (SQ. FT.)		60 BUILDING AREA EXISTING (SQ. FT.) (PER FLOOR)		61 TOTAL AREA AT COMPLETION (SQ. FT.) (PER FLOOR)		62 TOTAL BUILDING HEIGHT							
PARKING	63 NO. OF ON SITE PARKING SPACES (STREET SPACES DO NOT COUNT)				64 NO. OF SPACES AT ANOTHER LOCATION		65 LOCATION				LEASE ATTACHED? <input type="checkbox"/> YES <input type="checkbox"/> NO			
	67 WILL THERE BE A <input type="checkbox"/> NEW CURB <input type="checkbox"/> RELOCATED CURB <input type="checkbox"/> DRIVEWAY				68 WILL THERE BE ANY SITE GRADING OR LAND DISTURBING ACTIVITY? <input type="checkbox"/> YES <input type="checkbox"/> NO				69 TOTAL AREA TO BE DISTURBED (SQ. FT.)		70 IS SURVEY OR SITE PLAN ATTACHED? <input type="checkbox"/> YES <input type="checkbox"/> NO			
OWNERS AFFIDAVIT	I HEREBY AFFIRM THAT UNDER THE PROVISIONS OF TITLE 54.1-1101 OF THE CODE OF VIRGINIA, I AM NOT SUBJECT TO LICENSURE AS A CONTRACTOR OR SUBCONTRACTOR. BY THIS AFFIDAVIT I ASSUME FULL RESPONSIBILITY FOR COMPLETION OF THE PROPOSED WORK IN ACCORDANCE WITH ALL APPLICABLE BUILDING CODES AND LAW. I ALSO UNDERSTAND IT IS A VIOLATION OF STATE LAW TO KNOWINGLY HIRE AN UNLICENSED CONTRACTOR.													
	PRINTED NAME						SIGNATURE				DATE			
ASBESTOS CERTIFICATION	A (NAME OF APPLICANT) CERTIFY THAT THE BUILDING AT (ADDRESSES, FLOOR OR SUITE) HAS BEEN INSPECTED OR MEETS THE EXCEPTIONS OF SECTION 110.3, THE VIRGINIA UNIFORM STATEWIDE BUILDING CODE. THE ASBESTOS ABATEMENT WILL BE DONE AS PER REQUIREMENT OF THE "CLEAN AIR ACT" NATIONAL EMISSION STANDARD FOR THE HAZARDOUS AIR POLLUTANT (NESHAPS) AND OSHA "STANDARDS FOR CONSTRUCTION WORKERS".													
	C SIGNATURE													
	ARTS DISTRICT <input type="checkbox"/> YES <input type="checkbox"/> NO		HISTORICAL DISTRICT <input type="checkbox"/> YES <input type="checkbox"/> NO		VIOLATION ON PROPERTY <input type="checkbox"/> YES <input type="checkbox"/> NO		DELINQUENT TAXES DUE? <input type="checkbox"/> YES <input type="checkbox"/> NO		ICC TYPE OF CONSTRUCTION					
	EXISTING USE GROUP		PROPOSED USE GROUP		FEE CALC. TYPE <input type="checkbox"/> S <input type="checkbox"/> U <input type="checkbox"/> B <input type="checkbox"/> C		PERMIT FEE		FEE RECEIVED		RECEIPT NO.		<input type="checkbox"/> CASH <input type="checkbox"/> CHECK <input type="checkbox"/> CREDIT CARD	
OFFICE USE ONLY	IS PROPERTY IN 100 YR FLOOD PLAIN? <input type="checkbox"/> YES <input type="checkbox"/> NO		FLOOD ELEV.		SITE ELEV.		CHESAPEAKE BAY PROTECTION AREA? <input type="checkbox"/> YES <input type="checkbox"/> NO		CHESAPEAKE BAY MANAGEMENT AREA? <input type="checkbox"/> YES <input type="checkbox"/> NO					
	APPLICATION APPROVED BY				DATE		APPLICATION DISAPPROVED BY				DATE			

**A COPY OF YOUR STATE CONTRACTOR'S LICENSE AND BUSINESS LICENSE MUST BE ON FILE BEFORE A PERMIT WILL BE ISSUED.**