



## CITY OF RICHMOND

DEPARTMENT OF  
PLANNING AND DEVELOPMENT REVIEW  
BOARD OF ZONING APPEALS

April 9, 2021

KDZ REALTY LLC  
5308 Parker Street  
Richmond, VA 23231  
Attn: Curvey Reid

To Whom It May Concern:

RE: **BZA 28-2021**

You are hereby notified that the Board of Zoning Appeals will hold an electronic public hearing on Wednesday, May 5, 2021 due to the disaster represented by the spread of COVID-19 pursuant to and in compliance with Ordinance 2020-232 to consider an application for a lot split and building permit to construct a new single-family detached dwelling at 5308 PARKER STREET (Tax Parcel Number E010-0139/007), located in an R-5 (Single-Family Residential) District.

Please be advised that the applicant or applicant's representative is required to participate in the electronic public hearing by calling 804-316-9457 and entering code 741 815 968# beginning at 1:00 p.m. For video access by computer, smart phone or tablet visit <https://richmondva.legistar.com/Calendar.aspx>. Select the Board of Zoning Appeals drop-down and 2021 drop-down, click meeting details for May 5, 2021 meeting and then click video access. In the event you have difficulty accessing a public hearing you may contact Mr. William Davidson at 804-396-5350 or by email at [William.Davidson@richmondgov.com](mailto:William.Davidson@richmondgov.com) for assistance. In accordance with Ordinance No. 2020-232, please be advised that an inability to access one of the enumerated public hearing through video means shall not be considered a prerequisite for participating in the subject public hearing. It will be necessary for you to stay on the line until such time as your case is called. 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. For the purposes of the record it also requested that before addressing the Board you identify yourself and spell your name.

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

BZA 28-2021

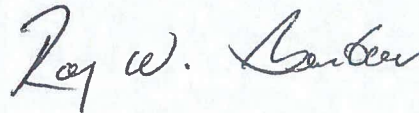
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April 9, 2021

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/civicasociationgroupinformation.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. The Board understands that given the current situation it is not practical to conduct face-to-face discussions with either your neighbors or neighborhood association(s) but the Board requests that you make a good faith effort to provide them with relevant information regarding your case.

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,

A handwritten signature in dark ink, appearing to read "Roy W. Benbow". The signature is fluid and cursive, with the first name "Roy" being the most prominent.

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.

Bacon Richard Bradley And Melissa Ann  
5316 Salem St  
Richmond, VA 23231

Brown Vincent And Eugenia  
5304 Salem St  
Richmond, VA 23231

Choi Wai  
4910 Francistown Rd  
Glen Allen, VA 23060

Facka Kathryn  
5312 Parker St  
Richmond, VA 23231

Fisher Dale A  
5309 Parker St  
Richmond, VA 23231

Flowers Sylvenia  
5317 Parker St  
Richmond, VA 23231

George The Dog LLC  
5311 Parker St  
Richmond, VA 23231

Harris James E  
5320 Parker St  
Richmond, VA 23231

Hence David  
5300 Salem St  
Richmond, VA 23231

Jerabeck Heather  
5315 Parker St  
Richmond, VA 23231

Jones Elsie D Estate And Jones Spencer E Jr  
Estate  
Po Box 427  
Henrico, VA 23075

Judlee Real Estate LLC  
413 Yorkshire Dr  
Williamsburg, VA 23185

Leskin Ross I  
2002 Venable St  
Richmond, VA 23223

Newsome Michael L  
Po Box 643  
Mechanicsville, VA 23111

Payton Barbara J  
5306 Parker St  
Richmond, VA 23231

Roth Kathleen P  
5305 Parker St  
Richmond, VA 23231

Tartakovsky Steve  
Po Box 25989  
Richmond, VA 23260

Tekle Yonas  
6811 Rolling Rd  
Springfield, VA 22152

Vaughan William H Jr  
3012 Waddington Drive  
North Chesterfield, VA 23224

Vaughan William H Jr  
5310 Salem St  
Richmond, VA 23231

Walton Willie J  
5302 Parker St  
Richmond, VA 23231

Williams Michael D  
5000 Nutfield Ct  
Henrico, VA 23231

**Property: 5308 Parker St Parcel ID: E0100139007****Parcel**

**Street Address:** 5308 Parker St Richmond, VA 23231-  
**Owner:** KDZ REALTY LLC  
**Mailing Address:** PO BOX 25051, RICHMOND, VA 23260  
**Subdivision Name :** POWHATAN PLACE  
**Parent Parcel ID:**  
**Assessment Area:** 348 - Fulton Area B  
**Property Class:** 115 - R One Story+ (1.25, 1.5, 1.75)  
**Zoning District:** R-5 - Residential (Single Family)  
**Exemption Code:** -

**Current Assessment**

**Effective Date:** 01/01/2021  
**Land Value:** \$30,000  
**Improvement Value:** \$131,000  
**Total Value:** \$161,000  
**Area Tax:** \$0  
**Special Assessment District:** None

**Land Description**

**Parcel Square Feet:** 11312  
**Acreage:** 0.26  
**Property Description 1:** POWHATAN PLACE L6-7 B5  
**Property Description 2:** 0070.00X0161.60 0000.000  
**State Plane Coords( ?):** X= 11803255.000008 Y= 3711408.925885  
**Latitude:** 37.51074188 , **Longitude:** -77.39538017

**Description**

**Land Type:** Residential Lot A  
**Topology:**  
**Front Size:** 70  
**Rear Size:** 161  
**Parcel Square Feet:** 11312  
**Acreage:** 0.26  
**Property Description 1:** POWHATAN PLACE L6-7 B5  
**Property Description 2:** 0070.00X0161.60 0000.000  
**Subdivision Name :** POWHATAN PLACE  
**State Plane Coords( ?):** X= 11803255.000008 Y= 3711408.925885  
**Latitude:** 37.51074188 , **Longitude:** -77.39538017

**Other**

**Street improvement:**  
**Sidewalk:**

**Assessments**

Assessment Year	Land Value	Improvement Value	Total Value	Reason
2021	\$30,000	\$131,000	\$161,000	Reassessment
2020	\$25,000	\$131,000	\$156,000	Reassessment
2019	\$25,000	\$116,000	\$141,000	Reassessment
2018	\$25,000	\$104,000	\$129,000	Reassessment
2017	\$25,000	\$103,000	\$128,000	Reassessment
2016	\$25,000	\$60,000	\$85,000	Reassessment
2015	\$25,000	\$60,000	\$85,000	Reassessment
2014	\$25,000	\$60,000	\$85,000	Reassessment
2013	\$25,000	\$64,000	\$89,000	Reassessment
2012	\$24,000	\$66,000	\$90,000	Reassessment
2011	\$24,000	\$68,000	\$92,000	CarryOver
2010	\$24,000	\$68,000	\$92,000	Reassessment
2009	\$24,000	\$68,000	\$92,000	Reassessment
2008	\$24,000	\$68,000	\$92,000	Reassessment
2007	\$22,000	\$68,000	\$90,000	Reassessment
2006	\$11,600	\$57,000	\$68,600	Reassessment
2005	\$11,400	\$49,100	\$60,500	Reassessment
2004	\$10,200	\$43,800	\$54,000	Reassessment
2003	\$9,400	\$40,600	\$50,000	Reassessment
2002	\$9,300	\$40,200	\$49,500	Reassessment
1998	\$9,000	\$39,000	\$48,000	Not Available

**Transfers**

Transfer Date	Consideration Amount	Grantor Name	Deed Reference	Verified Market Sale Description
01/17/2012	\$31,000	BANK OF AMERICA	ID2012-891	2 - INVALID SALE-Foreclosure, Forced Sale etc.
11/18/2011	\$55,201	FREEBURN PAUL D & LAURIE A	ID2011-19754	2 - INVALID SALE-Foreclosure, Forced Sale etc.
09/25/2006	\$131,000	KIRBY TERRY L & LURA J	ID2006-33279	2 - INVALID SALE-Asmnt/Sale Desc Doesn't Match
05/03/2006	\$93,000	BENEFICIAL MORTGAGE CO OF VA	ID2006-14551	
11/07/2005	\$86,500	KEENER RUSSELL JR AND	ID2005-38886	
05/22/1997	\$64,000	Not Available	09701-00981	
06/07/1996	\$0	Not Available	009601-100615	
06/02/1995	\$20,429	Not Available	000441-00059	

**Planning**

**Master Plan Future Land Use:** R  
**Zoning District:** R-5 - Residential (Single Family)  
**Planning District:** East  
**Traffic Zone:** 1086  
**City Neighborhood Code:** FLTN  
**City Neighborhood Name:** Fulton  
**Civic Code:** 0450  
**Civic Association Name:** Greater Fulton Civic Association  
**Subdivision Name:** POWHATAN PLACE  
**City Old and Historic District:**  
**National historic District:**  
**Neighborhoods in Bloom:**

**Redevelopment Conservation Area:**

**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	1027	0212001	021200
1990	120	0212001	021200

**Schools**

**Elementary School:** Chimborazo2  
**Middle School:** Martin Luther King Jr  
**High School:** Armstrong

**Public Safety**

**Police Precinct:** 1  
**Police Sector:** 111  
**Fire District:** 8  
**Dispatch Zone:** 113A

**Public Works Schedules**

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

**Government Districts**

**Council District:** 7  
**Voter Precinct:** 706  
**State House District:** 71  
**State Senate District:** 16  
**Congressional District:** 4

**Extension 1 Details**

**Extension Name:** R01 - Residential record #01  
**Year Built:** 1930  
**Stories:** 1  
**Units:** 0  
**Number Of Rooms:** 8  
**Number Of Bed Rooms:** 5  
**Number Of Full Baths:** 2  
**Number Of Half Baths:** 1

**Condition:** good for age

**Foundation Type:** Full Bsmt  
**1st Predominant Exterior:** Alum/Vinyl  
**2nd Predominant Exterior:** N/A  
**Roof Style:** Gable  
**Roof Material:** Comp sh to 235#  
**Interior Wall:** Plaster  
**Floor Finish:** Hardwood-std oak  
**Heating Type:** Forced hot air  
**Central Air:** Y  
**Basement Garage Car #:** 0  
**Fireplace:** N  
**Building Description (Out Building and  
Yard Items) :**

**Extension 1 Dimensions**

**Finished Living Area:** 1480 Sqft  
**Attic:** 0 Sqft  
**Finished Attic:** 0 Sqft  
**Basement:** 728 Sqft  
**Finished Basement:** 500 Sqft  
**Attached Garage:** 0 Sqft  
**Detached Garage:** 0 Sqft  
**Attached Carport:** 0 Sqft  
**Enclosed Porch:** 0 Sqft  
**Open Porch:** 248 Sqft  
**Deck:** 140 Sqft



**Property Images**

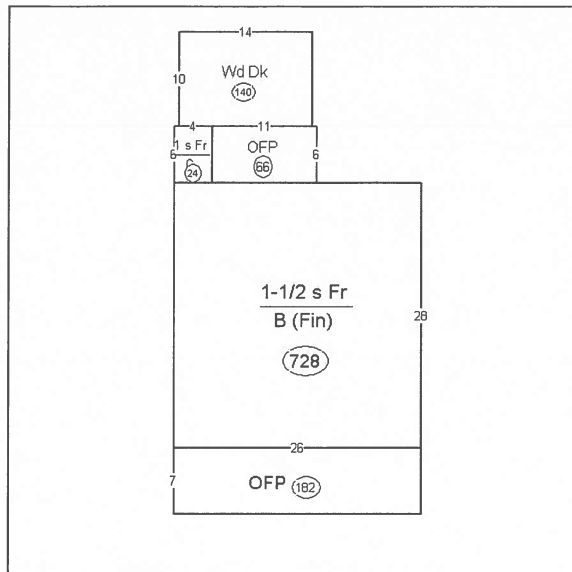
Name:E0100139007 Desc:R01

[Click here for Larger Image](#)



**Sketch Images**

Name:E0100139007 Desc:R01



# 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

PROPERTY KDZ REALTY LLC PHONE: (Home) ( ) (Mobile) (215) 962-2493  
OWNER: 5308 PARKER STREET FAX: (Home) ( ) (Mobile) (926) 926-8414  
(Name/Address) RICHMOND, VA 23231 E-mail Address: kdzrealty@yahoo.com  
OWNER'S CURVEY REID PHONE: (Home) ( ) (Mobile) ((215) 962-2493)  
REPRESENTATIVE 5308 PARKER ST FAX: (Home) ( ) (Mobile) (804) 926-8414  
(Name/Address) RICHMOND, VA 23231 E-mail Address kdzrealty@yahoo.com

## TO BE COMPLETED BY THE ZONING ADMINISTRATION OFFICE

PROPERTY ADDRESS (ES): 5308 Parker Street

TYPE OF APPLICATION: ☐ VARIANCE ☒ SPECIAL EXCEPTION ☐ OTHER

ZONING ORDINANCE SECTION NUMBER(S): 30-340, 30-410.4

APPLICATION REQUIRED FOR: A building permit to split an existing lot and construct a single-family detached dwelling on the newly created lot.

TAX PARCEL NUMBER(S): E010-0139/007 ZONING DISTRICT: R-5 Single-Family Residential

REQUEST DISAPPROVED FOR THE REASON THAT: The Lot area and width requirements are not met. A lot area of six thousand square feet (6,000 SF) and a width of fifty feet (50') are required. One lot, having a lot area of eleven thousand three hundred twelve square feet (11,312 SF) and a width of seventy feet (70') currently exists. A lot area of 5,957.46 square feet and a width of 38.09' for lot 6, and a lot area of 5,187.85 square feet and a width of 31.91' for lot 7 is being proposed.

DATE REQUEST DISAPPROVED: 11/6/2020 FEE WAIVER: ☐ YES ☒ NO

DATE FILED: 3/18/2021 TIME FILED: 1:00 PM PREPARED BY: Andrea Cuffee RECEIPT NO. BZAR-000675-2021

AS CERTIFIED BY: [Signature] (ZONING ADMINISTRATOR)

### I BASE MY APPLICATION ON:

SECTION 17.20 PARAGRAPH(S) \_\_\_\_\_ OF THE CHARTER OF THE CITY OF RICHMOND  
SECTION 15.2 - 2309.2 ☐ OF THE CODE OF VIRGINIA [OR]  
SECTION 1040.3 PARAGRAPH(S) (7) OF THE ZONING ORDINANCE OF THE CITY OF RICHMOND

### TO BE COMPLETED BY APPLICANT

I have received the handouts, *Suggestions for Presenting Your Case to the Board & Excerpts from the City Charter* ☒

I have been notified that I, or my representative, must be present at the hearing at which my request will be considered.

SIGNATURE OF OWNER OR AUTHORIZED AGENT: [Signature] DATE: 3-17-21

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

CASE NUMBER: BZA 28-2021 HEARING DATE: May 5, 2021 AT 1:00 P.M.



BOARD OF ZONING APPEALS CASE BZA 28-2021  
150' Buffer

APPLICANT(S): KDZ REALTY LLC

PREMISES: 5308 Parker Street  
(Tax Parcel Number E010-0139/007)

SUBJECT: A lot split and building permit to construct  
a new single-family detached dwelling.

REASON FOR THE REQUEST: Based on Sections 30-300 & 30-410.4  
of the Zoning Ordinance for the reason that:  
The lot area and lot width requirements are 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 (BZA) 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 (804-646-6340) or at [PDRZoningAdministration@Richmondgov.com](mailto:PDRZoningAdministration@Richmondgov.com). 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 essential that you discuss your case with nearby residents (notification letters are sent to all property owners within a 150-foot radius of your property) and any nearby civic association(s). Information regarding your neighborhood association(s) and/or contact person(s) may be obtained [here](#). 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.

**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 \$175.00 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).

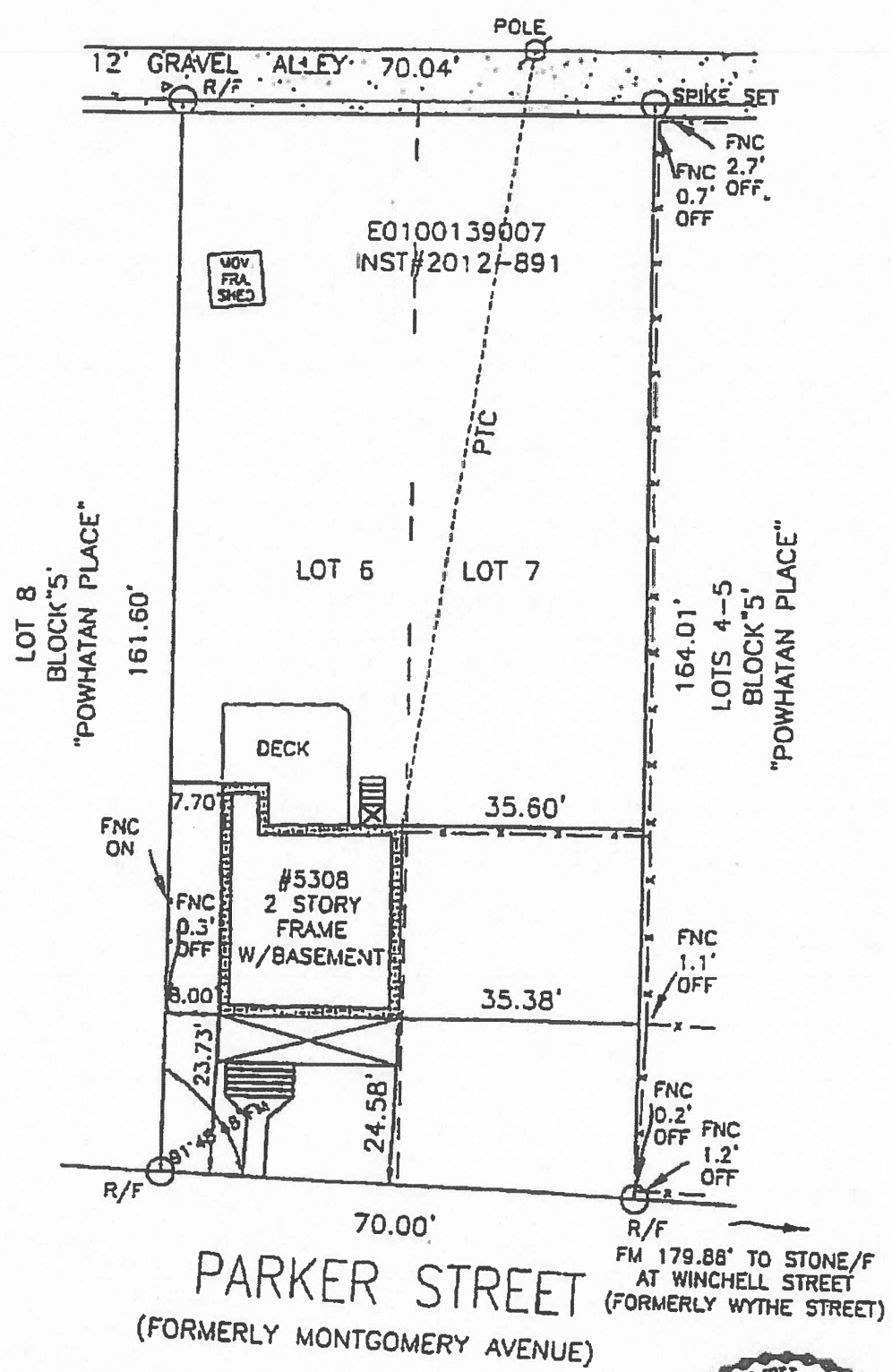
4. You are also strongly encouraged to discuss your pending case with the Secretary of the Board, Roy Benbow at (804) 240-2124 well before the hearing. The BZA Secretary can be helpful by explaining the BZA public hearing requirements and process.
5. Utilizing photographs, plans, maps, diagrams and such 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: \_\_\_\_\_

*Cory A. Reed*

THIS SURVEY IS SUBJECT TO ANY EASEMENTS OF RECORD AND OTHER PERTINENT FACTS WHICH A TITLE SEARCH MIGHT DISCLOSE.

THIS SURVEY IS IN FULL PAYMENT OF THE PRELIMINARY PLANS AND AREA, SCALE, AS SHOWN ON THE COMMUNITY PANEL (10/10/2009), DATED 04/02/2009



THIS SURVEY IS SUBJECT TO ANY EASEMENTS OF RECORD AND OTHER PERTINENT FACTS WHICH A TITLE SEARCH MIGHT DISCLOSE.

**HARVEY L. PARKS, INC.**  
 4508 W. HUNDRED ROAD  
 CHESTER, VA.  
 PHONE: 804-746-8641  
 FAX: 804-746-8641

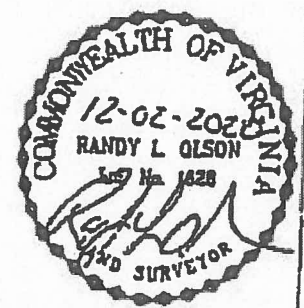
DATE: OCTOBER 1, 2009 SCALE: 1"=30'

DRAWN BY: R.L.D.

CHECKED BY: R.L.D.

FBC: 031 PG. 28 43122-1-9

PLAT SHOWING IMPROVEMENTS ON  
 #5308 PARKER STREET  
 LOTS 6 & 7, BLOCK 5  
 "POWHTAN PLACE"  
 IN THE CITY OF  
 RICHMOND, VIRGINIA



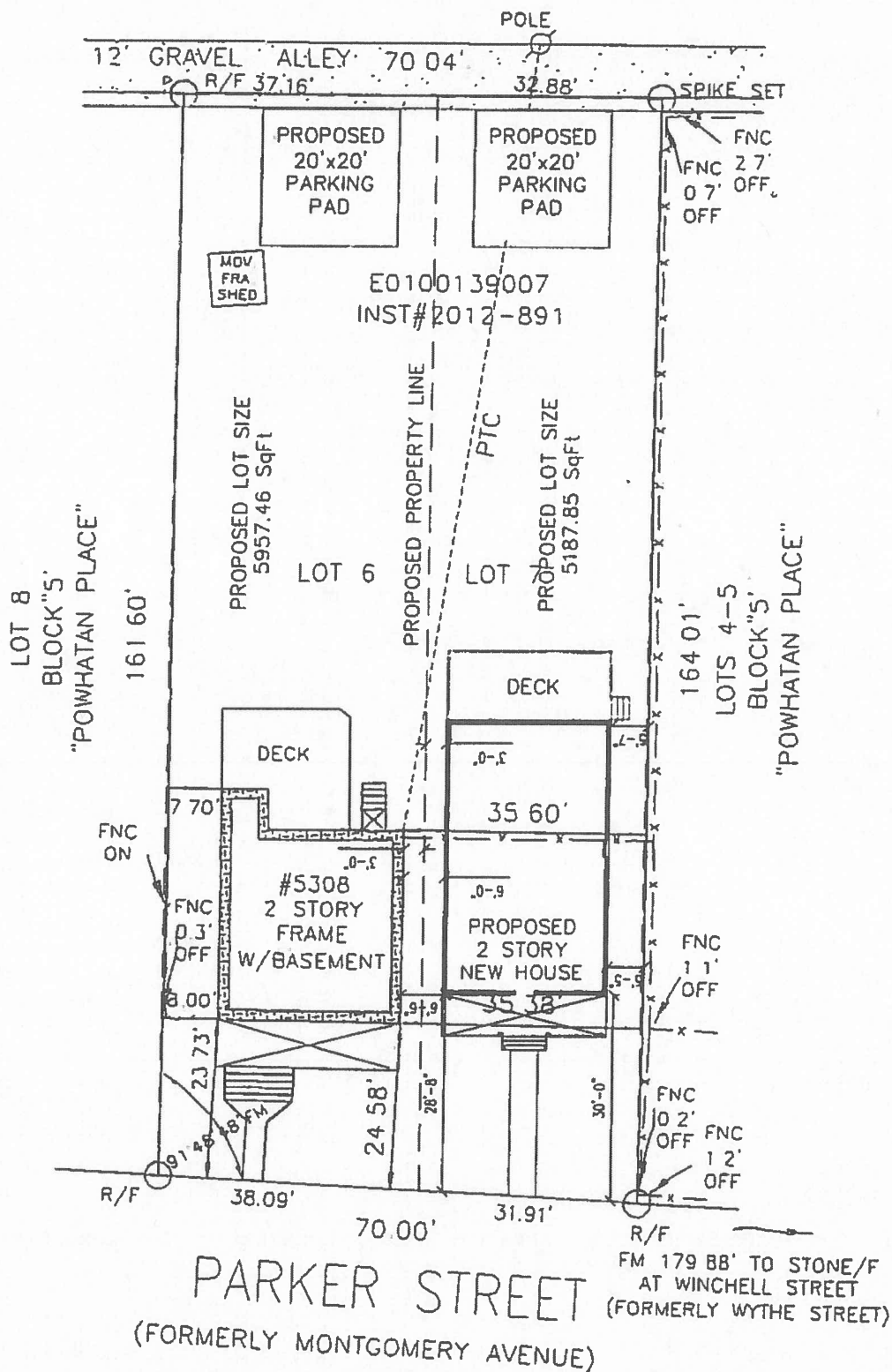


POWERLINE &  
2011

PARKER STREET  
NEW HOME  
SITE PLAN

DATE	2/1/11
BY	EL
CHECKED	EL
APPROVED	EL
SCALE	AS SHOWN

SP-1





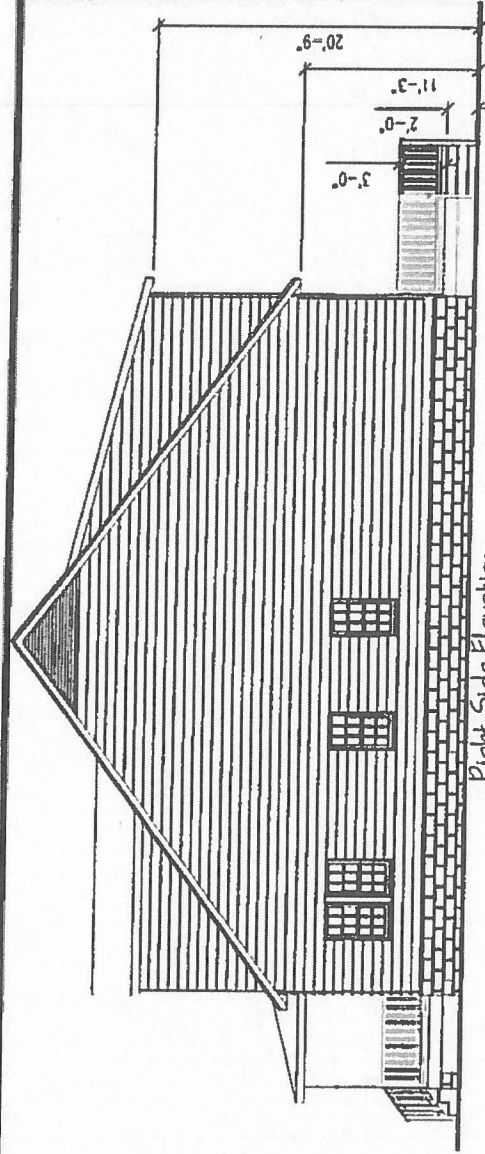


7117  
W. PINE AVE.  
SUNSHINE, ARIZONA 85080

PARKER STREET  
NEW HOME  
ELEVATIONS

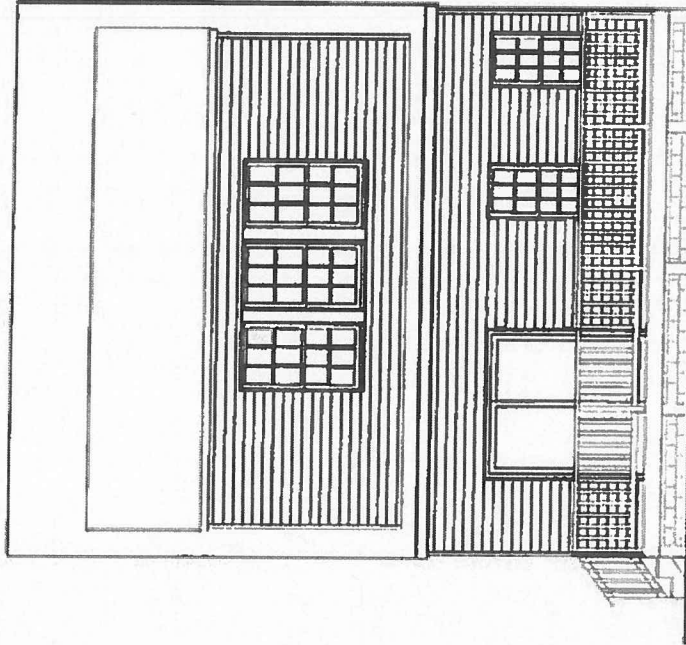
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A-2

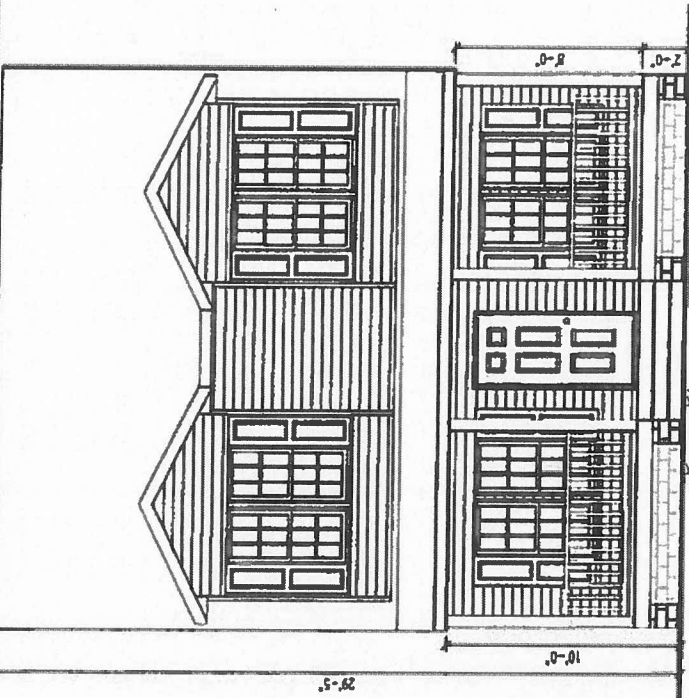


Right Side Elevation  
SCALE: 1/8" = 1'

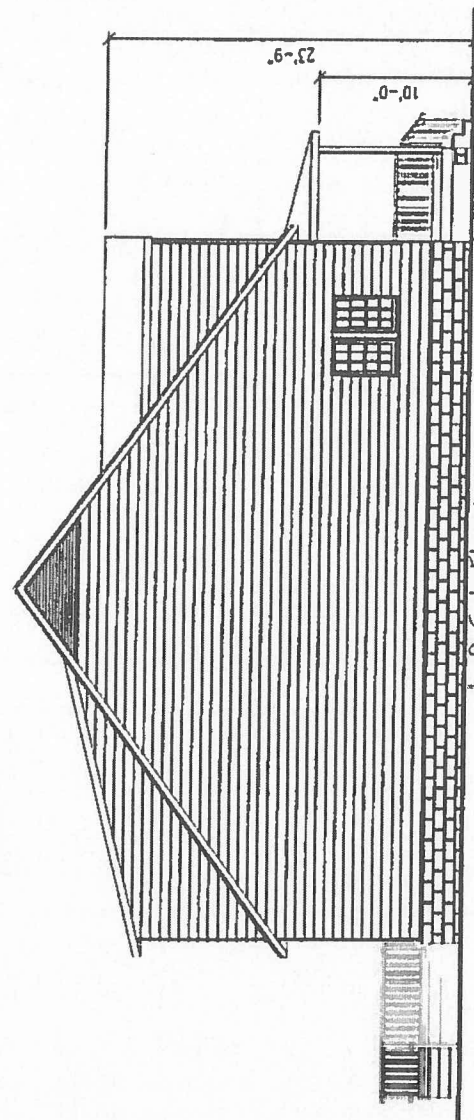
THIS HOME EXTERIOR WILL BE  
CONSTRUCTED WITH HARDIE BOARD  
SIDING AND CMU BLOCK FOUNDATION



Rear Elevation  
SCALE: 3/16" = 1'



Front Elevation  
SCALE: 3/16" = 1'



Left Side Elevation  
SCALE: 1/8" = 1'





22114

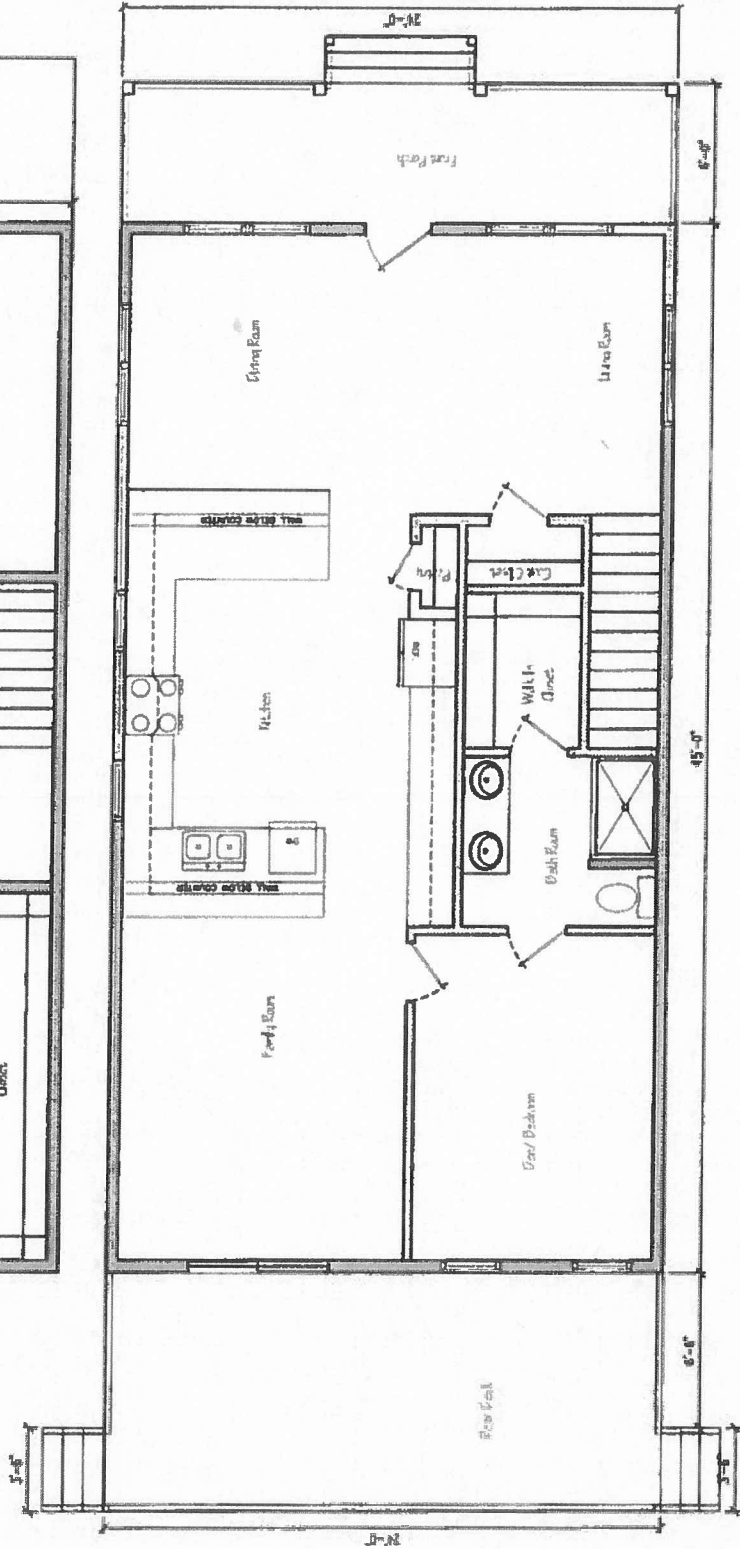
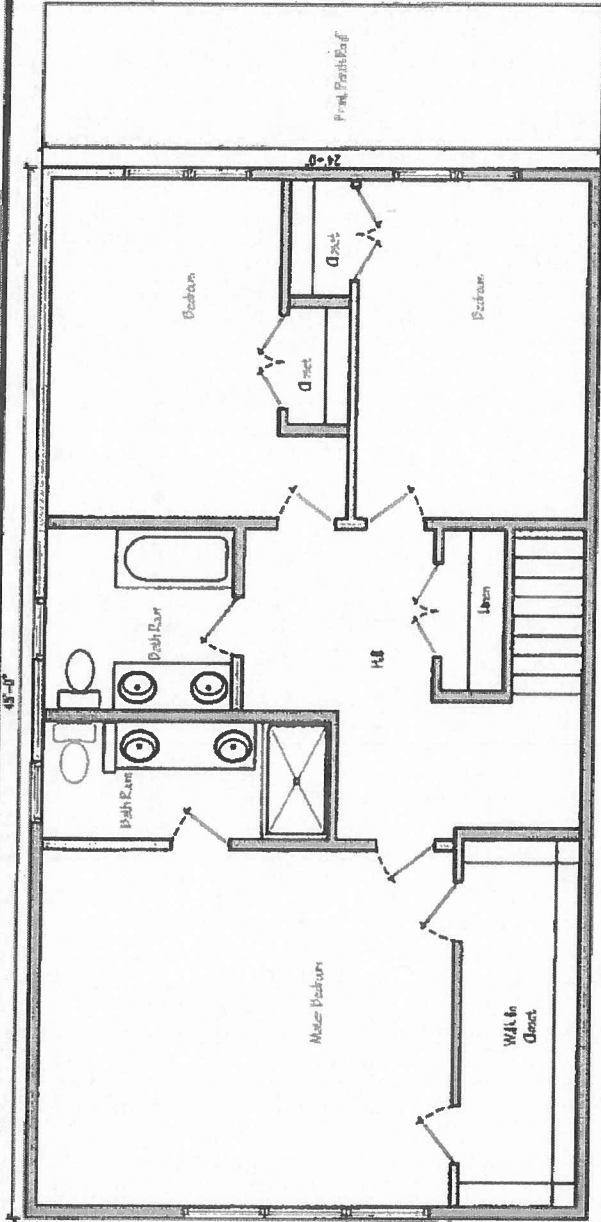
PARKER STREET  
NEW HOME  
FLOOR PLAN

DATE	10/1
BY	10/1
SCALE	3/16" = 1'
PROJECT	NEW HOME
OWNER	10/1

A-1

2nd Floor  
SCALE: 3/16" = 1'

1st Floor  
SCALE: 3/16" = 1'





CITY OF RICHMOND

DEPARTMENT OF  
PLANNING AND DEVELOPMENT REVIEW  
ZONING ADMINISTRATION

November 9, 2020

KDZ Realty, LLC  
P.O. Box 25051  
Richmond, Virginia 23260

Attn: Curvey Reid

**RE: 5308 Parker Street**  
Tax Parcel: E0100139007

Mr. Reid:

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

The property is located within an R-5 (Single-Family Residential) zoning district. The R-5 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 single-family detached dwellings. According to the City Assessor's records and deeds, the subject property has a lot width of seventy feet (70'), and a lot depth of one hundred sixty one feet and 6 tenths of an inch (161.60'), which results in a lot area of 11,312 square feet. The property is currently improved with a one-story single-family dwelling that was constructed circa 1930.

According to a April 4, 2006, Deed (most current) the parcel has been conveyed as *"All those two certain lots or parcels of land, lying and being in the County of Henrico Virginia, (Now the City of Richmond), in the plan known as Powhatan Place, of record in the Clerk's Office of the Circuit Court, Henrico County, Virginia, in Plat Book 11, Page 25, and being known as Lots Number Six and Seven (6&7) on Block Number Five (5) in said plat, said lots fronting: Seventy (70) feet on the west line of Parker Street (formerly Montgomery Avenue), and extending back between lines, one of which is 164.01 feet and the other is 161.50 feet respectively, the first of which is the line nearest Winchell Street (formerly Wythe Street).*

Based on the information available to me at this time, the tax parcel is deeded as one (1) independent lot of record and has been since the property was annexed to the City of Richmond in 1942. Per Section 114-1220 of the Zoning Ordinance, a lot is defined as "a single lot of record or a combination of contiguous lots of record." Once parcels are combined, any subsequent division thereof must be done in compliance with applicable regulations. As proposed, your intent is to determine whether the tax parcel can be split to enable construction of a future single-family detached dwelling. It is my determination that splitting the lot shall not be allowed by right, from a zoning perspective, as to do so would create two lots, neither of which would meet lot area and lot width requirements for the R-5 Single-Family Residential district.

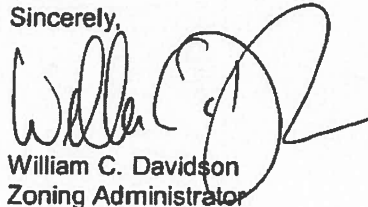
Requesting and obtaining a special exception from the Board of Zoning Appeals (BZA) or perhaps a Special Use Permit (SUP) from City Council may be a possibility. Be advised, it may be difficult to obtain approval from the BZA unless you can prove that the lots will be consistent with the predominate lot widths within the block. For information concerning the BZA process, please contact the Zoning Administration Office at 646-6340. For information concerning the SUP process, please contact the Land Use Administration Office at 646-6304.

Upon submittal of specific development plans, including detailed floor plans and survey for any proposed use(s), this office will evaluate for conformance with all zoning requirements in effect at that time.

**You are hereby advised that you have thirty (30) days from this notice in which to appeal this decision to the Board of Zoning Appeals, in accordance with §15.2-2311 of the Code of Virginia and §17.19 of the Richmond City Charter, or this decision shall be final and unappealable. Such appeal must be in writing and must be filed with the Secretary to the Board of Zoning Appeals. Said appeal shall indicate in specific terms the grounds for the appeal and must be accompanied by a filing fee of two hundred fifty dollars (\$250.00).**

I hope this information is sufficient. Should you have any additional questions, please contact Planner Associate, Andrea Cuffee by E-mail at: [andrea.cuffee@richmondgov.com](mailto:andrea.cuffee@richmondgov.com) or by telephone at: (804) 646-4025.

Sincerely,

A handwritten signature in black ink, appearing to read 'William C. Davidson', with a large, stylized flourish extending from the end of the signature.

William C. Davidson  
Zoning Administrator