



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: 3511 P Street Date: 5/7/2020  
 Tax Map #: E1110021 Fee: \$2400 (3240+1530+504=5320 sf per city records)  
 Total area of affected site in acres: 0.25 (approximately 11,250 sf)

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

**Zoning**

Current Zoning: R-5 Residential (Single Family)

Existing Use: church

**Proposed Use**

(Please include a detailed description of the proposed use in the required applicant's report)  
non-profit arts-related community center

Existing Use: church

Is this property subject to any previous land use cases?

Yes  No   
 If Yes, please list the Ordinance Number: BZA Variances: Appeals #3 dated 6/23/1927, Case #68-67 dated 5/8/1967; church/day nursery certificates of occupancy dated 2/7/1968 and 9/22/1974; CO for church dated 11/12/1999

**Applicant/Contact Person:** Scott Corwin  
 Company: Johannes Design Group  
 Mailing Address: 1901 West Cary Street  
 City: Richmond State: Virginia Zip Code: 23220  
 Telephone: (804) 358-4993 Fax: ( )  
 Email: scott@johannesdesign.com

**Property Owner:** Oakwood Arts Inc.  
 If Business Entity, name and title of authorized signee: Shannon Castleman

(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: 2216 East Broad Street  
 City: Richmond State: Virginia Zip Code: 23223  
 Telephone: (804) 229-0429 Fax: ( )  
 Email: shannon@oakwoodarts.org

**Property Owner Signature:** [Signature] (Oakwood ARTS)

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)



May 18, 2020

**RE: 3511 P Street Proposed Community Center Use**

Existing Property

The property at 3511 P Street is in the Oakwood neighborhood. The 11,250 square foot lot contains a 1530 square foot (sf) church building, a 3240sf day nursery addition, and a 540sf building previously used as a residence. The church building is located on the northeastern corner of the property, the day nursery extends toward the northwestern corner of the property, and the residence building is on the southeastern corner of the property. The property is adjacent to a residential lot on its southern edge, an alley on its eastern edge, P Street on its northern edge, and 35th Street on its western edge. (Note that a Zoning Confirmation letter by William C. Davidson dated August 11, 2017, incorrectly lists the area of the church and nursery building as 5550sf, and incorrectly includes a basement at 3240sf.)

The church building was constructed prior to the City's first Zoning Ordinance and has been subject to two variances. The first variance in 1927 waived the side and rear yard requirements for the single-family residence. A certificate of occupancy for day nursery use was issued originally on January 16, 1968, for forty children and five staff, and another CO on August 22, 1974 increased the staff to eight. Based on the arrangement of nine foot pews before demolition, the occupancy of the church sanctuary was approximately 90. There was no on-site parking.

The property was purchased in 2019 by its current owner, Oakwood Arts Inc., a nonprofit organization serving primarily the Oakwood Neighborhood.

Proposed Community Center

The owner of the property is in the process of renovating the existing church building and is applying for a special use permit (SUP) to repurpose the complex into a community center. It will create a secular space focused on education and the arts.

The nonprofit's goals are to make art and careers in creative industries accessible to all through community engagement, inspiring programming, and experiential education. Programs include classes and workshops focusing on necessary digital and technical skills to enable students to succeed in the creative workforce. Curriculum involves technology-based after-school art classes for teenagers

and young adults, recreational fine arts classes for the community, and basic technology classes for senior members of the community to help bridge the digital divide. An international artist-in-residence program for a community-based project, an exhibition space, a lending library, and additional community programs are included. The spaces will also be available for community-led meetings and programs.

In a little more than two years since the nonprofit was established, it has launched a range of successful arts and technology programs, established lasting partnerships with other community organizations, and introduced more than 300 teens and young adults to a wide variety of creative careers. The current renovation will allow Oakwood Arts Inc. to create a headquarters and further support and enhance the community it serves.

### Special Use Permit

The Zoning Confirmation letter states that the zoning district for the property is R-5. It did not determine existing parking requirements or provisions, currently required to be at one per two employees for a day nursery, or four spaces, plus one per eight seats for the main sanctuary, or eleven spaces, plus one for the residence, or 16 spaces total, of which none were provided; *this SUP requests that the parking requirement is waived.*

The letter further confirms that the district allows nonprofit community centers and incidental uses operated for members and guests, provided that it meets five conditions, all addressed in this SUP:

- a. Principal points of vehicular access to the premises shall be located on arterial or collector streets. *This condition is met as the property is located on a collector street.*
- b. Portions of the premises devoted to outdoor activities shall be effectively screened from view from abutting properties in R and RO districts by evergreen vegetative or structural screens not less than six feet in height. *This condition is met as the new deck included in the permitted renovation is not visible to abutting properties.*
- c. No building shall be located within 50 feet of an adjoining lot in an R and RO district. *This condition is not met by the existing buildings on the property; this SUP requests that this condition is waived.*
- d. Swimming pools and adjoining deck areas shall be completely enclosed with a fence or wall not less than four feet in height, and no swimming pool or adjoining deck area shall be located within 50 feet of an adjoining lot in an R or RO district. *This condition is not relevant to this SUP.*
- e. A plan of development shall be required. *This SUP fulfills this condition.*

## Neighborhood

The Property is located in the Oakwood neighborhood. It is expected to have four (4) full-time and six (6) part-time employees. The hours of operation will be 9AM to 7PM, Monday through Friday, plus accessory events directly related to the stated mission; events beyond normal business hours shall conclude no later than 10PM Monday through Thursday, 11PM on Friday and Saturday, and 7PM on Sunday. The intensity of the proposed use will be similar to the existing church and day nursery.

## Master Plan

The 2000-2020 Richmond Master Plan's existing land use plan from 2000 marks this property as "Commercial" and the land use plan from 2017 labels it as "Single-Family (Low Density)". The Master Plan explains that existing corner commercial lots such as this property "should be restricted to neighborhood commercial uses" and "are deemed appropriate only as long as ABC licenses are not included in their operation". It explains that "(e)xpansions or conversion of these uses to more intense uses should be discouraged". This proposal does not change the property to a more intense use as it is expected to have similar activity as the existing church and day nursery.

## City Charter Conditions for SUP

- A. The proposed special use will not be detrimental to the safety, health, morals, and general welfare of the community involved. *The proposed special use will benefit and aid of the community.*
- B. The proposed special use will not tend to create congestion in streets, roads, alleys and other public ways and places in the area involved. *The proposed special use is not more intense than the existing use.*
- C. The proposed special use will not create hazards from fire, panic or other dangers. *The renovation will be constructed in accordance with all applicable building codes.*
- D. The proposed special use will not tend to cause overcrowding of land and an undue concentration of population. *The proposed special use will not cause more crowding than when used as a church and nursery.*
- E. The proposed special use 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.
- F. The proposed special use will not interfere with adequate light or air.