

The Department of Community Development

City Hall, Lynchburg, VA 24504

434-455-3900

To: Planning Commission
From: Planning Division
Date: May 13, 2015
Re: **Conditional Use Permit: Amend the Lynchburg College Master Plan to Convert a Single-Family Dwelling to Student Housing – 307 Stafford Street**

I. PETITIONER

Lynchburg College, 1501 Lakeside Drive, Lynchburg, VA 24501

Representative: John C. Lewis, Lynchburg College, 1501 Lakeside Drive, Lynchburg, VA 24501

II. LOCATION

The subject property is located at 307 Stafford Street, totaling fifty-three hundredths (0.53) of an acre.

Property Owner:

Lynchburg College, 1501 Lakeside Drive, Lynchburg, VA 24501

III. PURPOSE

The purpose of this petition is to add the property at 307 Stafford Street to the Lynchburg College Master Plan and to allow the conversion of the existing single-family dwelling to housing for a total of four (4) students.

IV. SUMMARY

- The *Comprehensive Plan 2013-2030* recommends Low Density Residential land uses in this area.
- The petition agrees with the Zoning Ordinance in that schools and colleges are allowed in an R-2, Low-Medium Density Single-Family Residential District upon approval of a CUP by City Council.

The Planning Division recommends approval of the CUP petition.

V. FINDINGS OF FACT

1. **Comprehensive Plan.** The Lynchburg Comprehensive Plan 2013-2030 recommends Low Density Residential uses for the area. Low Density Residential areas are dominated by single-family homes at densities of up to four (4) dwelling units per acre. Institutional uses that are compatible in scale with residential homes are appropriate in these areas. (p. 72)

The Comprehensive Plan also states that quality education opportunities must be provided for youth at the secondary school level and college level and for adults as part of continuing education. The City places a high value on its colleges and will continue to support their presence within the City and to work with them in coordinating City planning with campus master planning.

2. **Zoning.** The subject property was annexed into the City in 1926. The existing R-2, Low-Medium Density Single-Family Residential District was established in 1978 with the adoption of the Zoning Ordinance. The petition would not change the underlying zoning.

3. **Board of Zoning Appeals (BZA).** The Zoning Official has determined that no variances would be needed for the development of the property as proposed.
4. **Surrounding Area.** There have been several items requiring City Council approval in the immediate area:
 - On October 28, 1980, City Council approved Lester Heyer's petition for a CUP to allow a Family Amusement Center in an R-2, Low-Medium Density Two-Family Residential District off Lakeside Drive.
 - On September 25, 1984, City Council approved Lynchburg College's petition for a CUP to allow the development of an alumni house in an R-2, Low-Medium Density Two-Family Residential District off Lakeside Drive.
 - On October 9, 1984, City Council approved Pinesbrook Buick, Inc.'s petition to rezone one (1) acre at 1311 and 1325 Lakeside Drive from B-3, Community Business District, to B-5 (Conditional), General Business District, to allow the construction and operation of a new and used car dealership with repair work.
 - On August 13, 1985, City Council approved Lynchburg College's petition for a CUP to allow the conversion of an existing residence hall to offices and construction of new classrooms/parking in an R-2, Low-Medium Density Two-Family Residential District on College Street.
 - On June 10, 1986: City Council approved Knight Gallery LTD's petition for a CUP to allow the construction of a building and parking lot addition in an R-2, Low-Medium Density Two-Family Residential District at 2034 Lakeside Drive.
 - On October 14, 1986, City Council approved Lynchburg College's petition for a CUP to allow the construction of three (3) athletic practice fields, parking area and a restroom/storage building in an R-2, Low-Medium Density Two-Family Residential District at the intersection of Lakeside Drive and Faculty Drive.
 - On April 12, 1988, City Council approved Don Gay's petition to rezone approximately two tenths (0.2) of an acre at 2018 Lakeside Drive from B-3, Community Business District, to B-5C, General Business District (Conditional), to allow the operation of an automobile sales and rental business in an existing structure.
 - On July 12, 1988, City Council approved Lynchburg College's petition for a CUP to allow the construction of office space in an R-2, Low-Medium Density Two-Family Residential District at 185 Vernon Street and 500 Westwood Avenue.
 - On August 9, 1988, City Council approved Lynchburg College's petition for a CUP to allow the construction of a dormitory and office in an R-2, Low-Medium Density Two-Family Residential District at 349 College Street.
 - On November 8, 1988, City Council approved Farris and Iseman's petition for a CUP to allow the expansion of a mobile home park in an R-2, Low-Medium Density Two-Family Residential District at 2134 Lakeside Drive.
 - On February 14, 1989, City Council approved Lynchburg College's petition for a CUP to allow the development of faculty offices in an R-2, Low-Medium Density Two-Family Residential District at 505 Brevard Street.
 - On August 1, 1989, City Council approved Lynchburg College's petition for a CUP to allow the development of college offices and student housing in an R-2, Low-Medium

Density Two-Family Residential District on College, McCausland Street and Brevard Street.

- On June 11, 1991, City Council approved James Mitchel's petition to rezone approximately one and three tenths (1.3) acres at 2022 Lakeside Drive from B-5C, General Business District (Conditional), to B-5C, General Business District (Conditional), to amend a previously approved proffer to allow general equipment rental, sales, service and outside storage.
- On January 12, 1993, City Council approved Lynchburg College's petition for a CUP to amend its master plan to allow the construction of the School of Business in an R-2 Low-Medium Density Two-Family Residential District within the 300 Block of College Street.
- On December 12, 1995, City Council approved Lynchburg College's petition for a CUP to amend its master plan to allow conversion of an existing residence for supervised student housing in an R-2, Low-Medium Density Two-Family Residential District at 511 Brevard Street.
- On May 14, 1997, City Council approved Robert Kerr's petition to rezone seventy-five hundredths (0.75) of an acre at 2108 Lakeside Drive from I-2, Light Industrial District, to B-5C, General Business District (Conditional), to allow construction of a building for auto parts sales and commercial uses.
- On July 8, 1997, City Council approved The Salvation Army's petition to rezone one and one tenth (1.1) acres at 2108 Lakeside Drive from I-2, Light Industrial District, to B-5C, General Business District (Conditional), to allow construction and use of a thrift store.
- On May 12, 1998, City Council approved Lynchburg College's petition for a CUP to allow the development of special interest student housing in an R-2, Low-Medium Density Two-Family Residential District at 512 Brevard Street.
- On June 9, 1998, City Council approved Lynchburg College's petition for a CUP to amend its master plan to allow the construction of a gym and physical plant storage building in an R-2, Low-Medium Density Two-Family Residential District at 1501 Lakeside Drive.
- On August 11, 1998, City Council approved Lynchburg College's petition for a CUP to allow the use of an existing residence for student housing in an R-2, Low-Medium Density Two-Family Residential District at 215 Vernon Street.
- On September 8, 1998, City Council approved Otis and Jean Brent's petition to rezone one and two tenths (1.2) acres at 2108 Lakeside Drive from B-5C, General Business District (Conditional), to B-5C, General Business District (Conditional), to amend a previously approved proffer to allow the use of an existing building for office and retail use.
- On July 13, 1999, City Council approved Lynchburg College's petition for a CUP to allow the development of a college office and student housing in an R-2, Low-Medium Density Two-Family Residential District at 341 College Street, 504 Brevard Street and 245 Vernon Street.
- On March 14, 2000, City Council approved Lynchburg College's petition for a CUP to amend its master development plan to allow the construction of student townhomes in an R-2, Low-Medium Density Two-Family Residential District at 1501 Lakeside Drive.

- On June 12, 2001, City Council approved Lynchburg College's petition for a CUP to allow the development of student housing in an R-2, Low-Medium Density Two-Family Residential District at 511 Brevard Street, 312, 420, 425 Lakewood Street and 504 Westwood Avenue.
- On June 8, 2004 City Council approved Lynchburg College's petition for a CUP to allow the conversion of existing residences to student housing in an R-2, Low-Medium Density Two-Family Residential District at 191, 225, 235, 246, 302, 310, 311, 331, 348 Vernon Street, 316 and 426 Lakewood Street.
- On October 12, 2004, City Council approved Lynchburg College's petition for a CUP to allow the construction of student housing and associated parking areas in an R-2, Low-Medium Density Two-Family Residential District at 1501 Lakeside Drive.
- On December 12, 2004, City Council approved Lynchburg College's petition for a CUP to allow the conversion of existing residences to student housing in an R-2, Low-Medium Density Two-Family Residential District at 201 Bell Street, 224, 350 Vernon Street, 1123 McCausland Street, 121 Thomas Road, 310, 416, 432 Lakewood Street and 333 College Street.
- On January 11, 2005, City Council approved C&G Properties' request to rezone one and nine hundredths (1.09 acres) at 1400 Lakeside Drive from B-3, Community Business District, and R-3, Medium Density Two-Family Residential District, to B-5C, General Business District (Conditional) to allow the operation of a thrift shop and related parking.
- On July 12, 2005, City Council approved Lynchburg College's petition for a CUP to allow the conversion of existing residences to student housing in an R-2, Low-Medium Density Two-Family Residential District at 404, 428 Lakewood Street., 185, 307 Vernon Street and 214 Bell Street.
- On June 13, 2006, City Council approved DSZ Properties' petition to rezone three and eighty-seven hundredths (3.87) acres at 2009 Lakeside Drive from R-2, Low-Medium Density Single-Family Residential District, to R-4C, Medium-High Density Multi-Family Residential District (Conditional) to allow the construction of a thirty-six (36)-unit townhouse complex with associated parking.
- On June 13, 2006, City Council approved Lynchburg College's petition for a CUP to allow college-supervised student housing in an R-2, Low-Medium Density Two-Family Residential District at 217 Bell Street, 209 Amelia Street, 317 College Street, 402, 417, 419 Lakewood Street, 1115 McCausland Street, 518 Brevard Street and 324 Vernon Street.
- On November 14, 2006, City Council approved Milton & Neal Properties' petition to rezone one and fourteen hundredths (1.14) acres from B-5C, General Business District (Conditional) to B-3C, Community Business District (Conditional) at 2108 Lakeside Drive to allow the construction of a U.S. Armed Forces Recruiting Center.
- On February 13, 2007, City Council approved Lynchburg College's petition for a CUP to allow a consolidated sign package for nine (9) way-finding signs in an R-2, Low-Medium Density Two-Family Residential District at 1501 Lakeside Drive and 503 Brevard Street.
- On July 10, 2007, City Council approved Milton & Neal Realty's petition to rezone two and two tenths (2.2) acres from R-2, Low-Medium Density, Single-Family Residential

- District to B-1C, Limited Business District (Conditional) at 1600, 1604 and 1608 Lakeside Drive to allow the construction of a Veteran’s Administration Clinic and a future office building.
- On February 12, 2008, City Council approved Lynchburg College’s petition for a CUP to allow the construction of a three thousand (3,000) square foot addition to Thompson Hall and the construction of a four hundred and eighty (480)-square foot press box for baseball on Fox Field in an R-2, Low-Medium Density Two-Family Residential District at 1501 Lakeside Drive.
 - On March 10, 2009, City Council approved Lynchburg College’s petition for a CUP to amend the previously approved master plan to allow the construction of a softball batting cage for “Moon” field at 1501 Lakeside Drive and the conversion of an existing single-family dwelling to housing for seven (7) students at 408 Lakewood Street in an R-2, Low-Medium Density Two-Family Residential District. On August 12, 2008, City Council approved William and Darlene Brown’s petition to rezone one and thirty-eight hundredths (1.38) acres from B-5C, General Business District (Conditional) to B-5C, General Business District (Conditional) at 2022 Lakeside Drive to amend the proffers for the subject property to allow additional retail uses within the existing Aztec Rental building.
5. On July 13, 2010, City Council approved Lynchburg College’s petition for a CUP to amend the previously approved master plan to allow the conversion of two (2) existing single-family dwellings at 315 and College Street and 431 Lakewood Street to housing for a total of thirteen (13) students. **Site Description.** The subject property includes a two-story, wood frame, vinyl sided house consisting of two thousand three hundred and twenty-six (2,326) square feet. The structure was constructed in 1911. The property is bound to the north (across Stafford Street and Thomas Road) by a parking area associated with Lynchburg College, to the east by vacant land, and to the south and west by single-family homes.
6. **Proposed Use of Property.** The purpose of the CUP petition is to amend the existing master plan to allow the addition of the property at 307 Stafford Street. The existing single-family dwelling would be converted to housing for four (4) students. The current R-2 zoning (low-medium density residential, single-family district) would not allow this use, as the Zoning Ordinance defines a family as “not more than three (3) unrelated persons occupying a dwelling, living together, and maintaining a household.”
- The College currently requires that “traditional” aged students live in college-owned housing until their senior year. During their senior year, a student may live in off-campus housing; however, the housing must be in an area zoned R-4 or R-5. These requirements have eliminated the ability of the students to rent single-family dwellings not under the ownership of the college. This has greatly reduced the potential for students to generate noise or cause other disruptive activities.
7. **Traffic, Parking and Public Transit.** The City’s Transportation Engineer had no concerns regarding the CUP petition.

Section 35.1-25 of the City’s Zoning Ordinance provides that the parking need for colleges exceeding one hundred (100) on campus and commuting students shall be determined by the petitioner and approved as part of a CUP. Lynchburg College’s current student population is two thousand, seven hundred thirty-six (2,736) students, with seven hundred and six (706) faculty and staff. The college has determined that this would require one thousand, five hundred and sixty-five (1,565) parking spaces. The Lynchburg College Master

Plan provides for one thousand, eight hundred and seventy-eight (1,878) parking spaces, three hundred and thirteen (313) more than required.

The subject property contains one (1) parking space. On-street parking is available in the area and a parking lot owned by Lynchburg College is in the immediate vicinity.

The Greater Lynchburg Transit Company Bus Route 67 has two (2) stops located approximately two hundred (200) feet from the proposed student housing on both sides of Thomas Road at its intersection with Westwood Avenue.

- 8. Stormwater Management.** An Erosion & Sediment Control / Stormwater Management Plan is not required.

- 9. Emergency Services.** The City's Fire Marshal had no concerns regarding the CUP.

The City Police Department recommended specifications about lighting, signage, door/window security, and general safety.

The College requested a modification to Building Code Section USBC 903.2.8 to be exempt from the sprinkler requirement for the dwelling. The College has replaced the electrical wiring and installed an electric heat pump system in the dwelling, and provides fire extinguishers at all properties. In addition, the dwelling will have a hardwired fire alarm connected to the College security system, which is monitored constantly by security officers. Given this, the Building Commissioner granted this modification to eliminate the sprinkler system requirement.

- 10. Impact.** The proposed conversion of the residence to student housing would have limited impact on the surrounding area. The narrative indicates that parking options include the parking space on the property, on-street parking, and in an existing parking lot (across the street between Thomas Road, Westwood Avenue, and College Street) which is owned and operated by Lynchburg College to prevent the overflow of cars into the adjacent residential neighborhood.

The proposed conversion of the single-family home should have limited impact on the area. While past conversions of single-family homes have served the needs of the college and stabilized the neighborhood, staff is concerned with the extension of student housing further from the main campus. The College sent a project notification letter to the surrounding property owners and hosted a neighborhood meeting on April 9, 2015.

- 11. Technical Review Committee.** The TRC reviewed the concept plan on April 21, 2015. Comments related to the proposed use were minor in nature and have or will be addressed by the petitioner prior to final site plan approval.

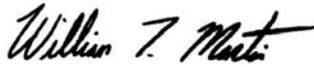
VI. PLANNING DIVISION RECOMMENDATION

Based on the preceding Findings of Fact, the Planning Commission recommends to City Council approval of Lynchburg College's petition for a conditional use permit (CUP) to amend the existing master plan to include the property at 307 Stafford Street within an R-2, Low-Medium Density, Single Family Residential District, and to

allow the conversion of the existing single-family dwelling to housing for four (4) students, subject to the following conditions:

- 1. The property will be developed in substantial compliance with the “Lynchburg College Revised Master Plan for Conditional Use Permit” received on April 30, 2015.**
- 2. A maximum of four (4) students will reside in the structure.**
- 3. All exterior lighting shall be controlled so that no direct illumination will occur beyond any property line.**
- 4. Parking will be available in the existing space on the property, on-street parking and the parking lot across the street.**

This matter is respectfully offered for your consideration.

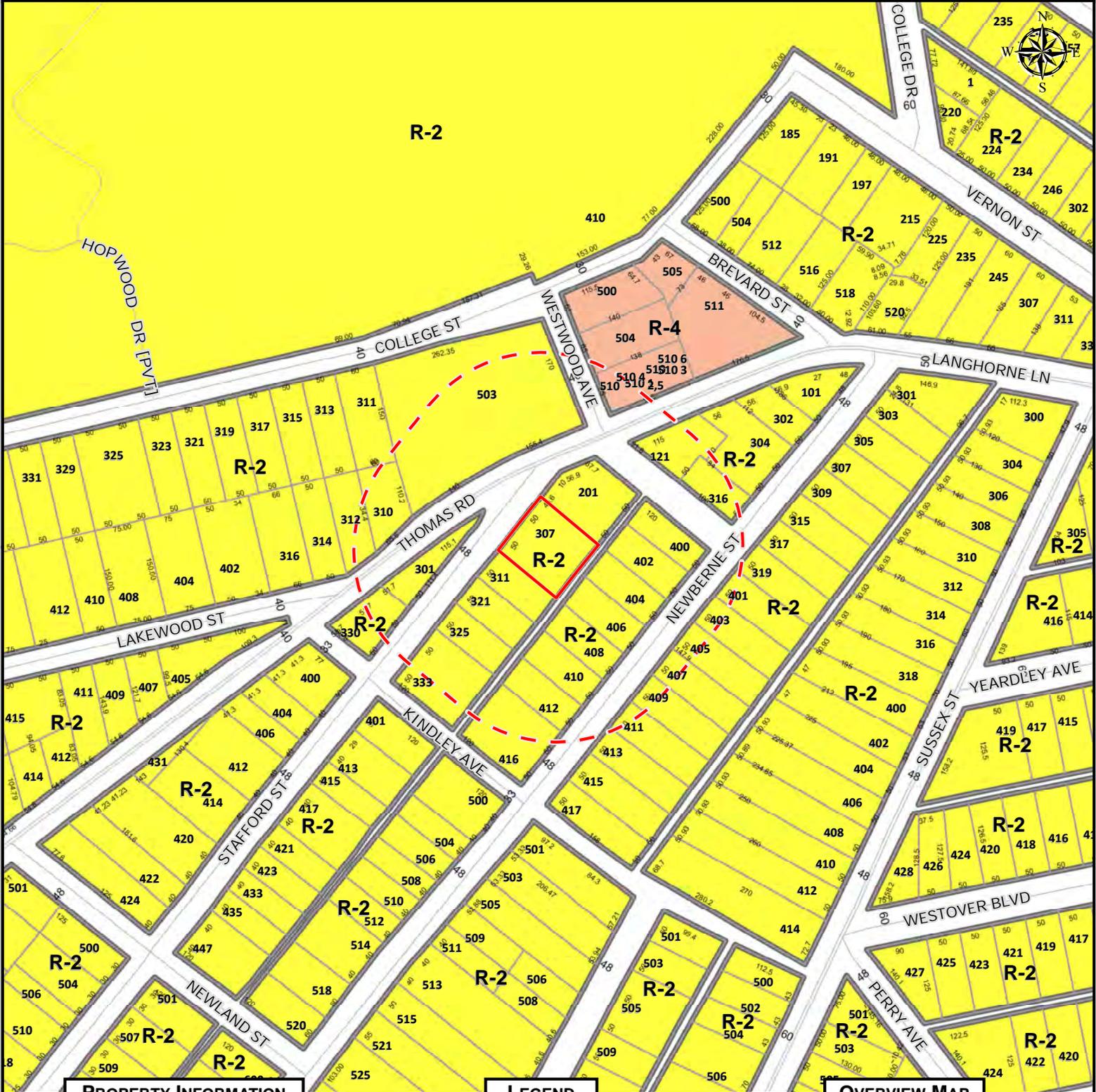


William T. Martin, AICP
City Planner

pc: Mr. L. Kimball Payne, III, City Manager
Ms. Bonnie M. Svrcek, Deputy City Manager
Mr. Walter C. Erwin, City Attorney
Mr. Kent L. White, Director of Community Development
Mr. J. Lee Newland, City Engineer
Ms. Cynthia Kozerow, Lynchburg Police Department
Battalion Chief Thomas Goode, Fire Marshal
Mr. Don DeBerry, Transportation Engineer
Mr. Doug Saunders, Building Commissioner
Mr. Kevin Henry, Zoning Administrator
Mr. John C. Lewis, Petitioner, Lynchburg College

VII. ATTACHMENTS

- 1. Master Plan**
- 2. Site Plan**
- 3. Zoning Map**
- 4. FLUM Map**
- 5. Watershed Map**
- 6. Planimetric and Topographic Map**
- 7. Narrative**
- 8. Neighborhood Letter**
- 9. Request for Building Code Waiver**
- 10. Building Code Waiver Approval**
- 11. Property Photograph**



PROPERTY INFORMATION

PARCEL ID	ADDRESS
01325016	307 STAFFORD ST

LEGEND

- Subject Property**
- 215' Buffer**
- B-1**
- B-2**
- B-3**
- B-4**
- B-5**
- B-6**
- I-1**
- I-2**
- I-3**
- R-1**
- R-2**
- R-3**
- R-4**
- R-5**
- R-C**

OVERVIEW MAP



MAP SCALE: 1" to 200' DATE PRINTED: 5/1/2015

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Parcel ID	Address	Owner
01325011	333 STAFFORD ST	PENN, ROBERT F JR & LORI F
01326001	301 THOMAS RD	CITY OF LYNCHBURG
01323006	316 NEWBERNE ST	UTTERBACK, JEFFERY &
03102001	311 COLLEGE ST	SIMOPOULOS, KANELLA K IRREV TR
01323004	304 NEWBERNE ST	STEELE, ROBERT & STEELE, CATHY
01322004	510 WESTWOOD AVE	LYNCHBURG COLLEGE
01325014	321 STAFFORD ST	ALLEY, FREDRICK J II &
03102043	503 WESTWOOD AVE	LYNCHBURG COLLEGE
01325016	307 STAFFORD ST	LYNCHBURG COLLEGE
01325015	311 STAFFORD ST	HUNTER, ANTHONY C
01325007	410 NEWBERNE ST	LYLE, JOSEPH W & SHERRY R
01325013	325 STAFFORD ST	GIER, WILLIAM E & CHERYL A
01324025	407 NEWBERNE ST	GARBEE, NELLIE W
03102042	310 LAKEWOOD ST	LYNCHBURG COLLEGE
01325009	416 NEWBERNE ST	ALEXANDER, PAUSANIAS & WENDY L
01325008	412 NEWBERNE ST	FOSTER, WALTER L & DEBRA JO
01325004	404 NEWBERNE ST	ZEGARELLI, BRENDA H
01324029	319 NEWBERNE ST	ROBBINS, JARED
01322005	504 WESTWOOD AVE	LYNCHBURG COLLEGE
01325005	406 NEWBERNE ST	SELLERS, JENNA S
01325006	408 NEWBERNE ST	DUMMINGER, JAMES C JR & JACKI D
01324026	405 NEWBERNE ST	LEECH, MATTHEW M & LYNDSEY B
01325003	402 NEWBERNE ST	ZEGARELLI, BRENDA H
03102041	312 LAKEWOOD ST	LYNCHBURG COLLEGE
01324028	401 NEWBERNE ST	FLORES, WANDA W
01325001	201 THOMAS RD	LYNCHBURG COLLEGE
01324022	413 NEWBERNE ST	GOULDER, JORDAN W
01323007	121 THOMAS RD	LYNCHBURG COLLEGE
01326002	330 STAFFORD ST	DOOLEY, TIMOTHY L JR & HEATHER F
01324027	403 NEWBERNE ST	LEECH, MATTHEW M & LYNDSEY B
01325002	400 NEWBERNE ST	VIAR VENTURES L L C
01324024	409 NEWBERNE ST	GARBEE, NELLIE W
01324023	411 NEWBERNE ST	MORRIS, DUSTIN L & MASSIE, KIMBERLY



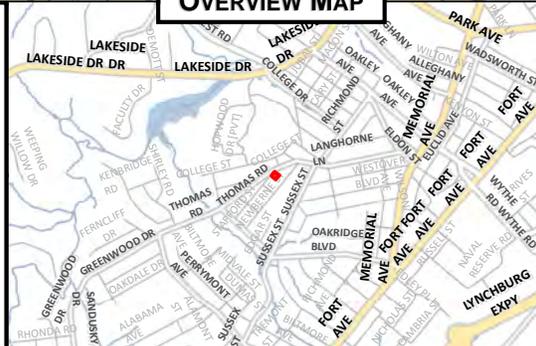
PROPERTY INFORMATION

PARCEL ID	ADDRESS
01325016	307 STAFFORD ST

LEGEND

- Local Historic District
- Traditional Residential
- Low Density Residential
- Medium Density Residential
- High Density Residential
- Neighborhood Commercial
- Community Commercial
- Employment 1
- Employment 2
- Downtown
- Institution
- Public Use
- Public Parks
- Resource Conservation
- Mixed Use

OVERVIEW MAP



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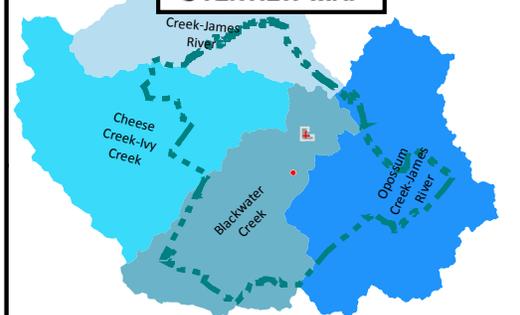
PROPERTY INFORMATION

PARCEL ID	ADDRESS
01325016	307 STAFFORD ST

LEGEND

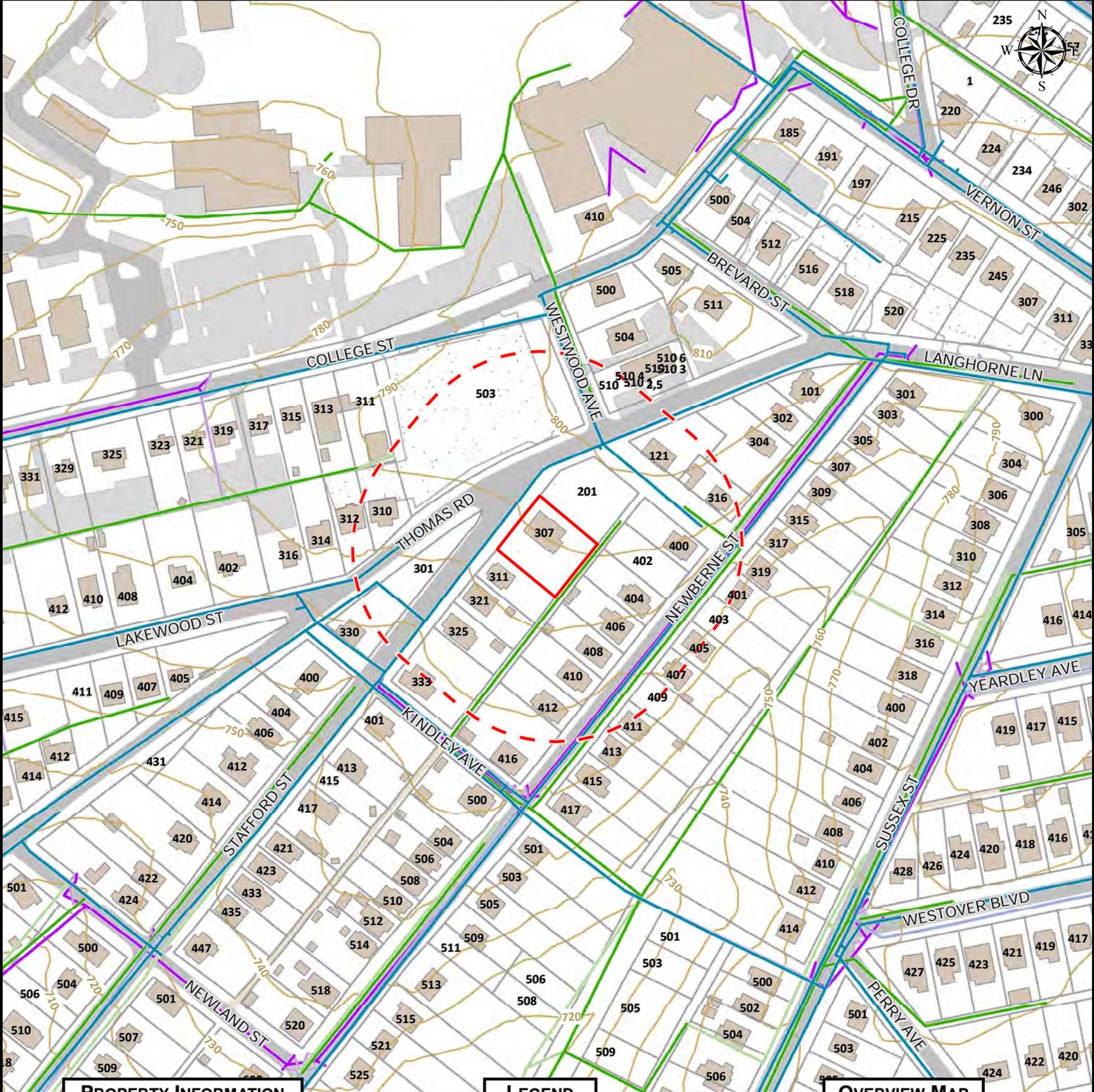
- Subject Property
- Base Flood Elevation
- Floodway
- Floodzone
- River / Lake / Stream

OVERVIEW MAP



MAP SCALE: 1" to 33,333 DATE PRINTED: 5/8/2015

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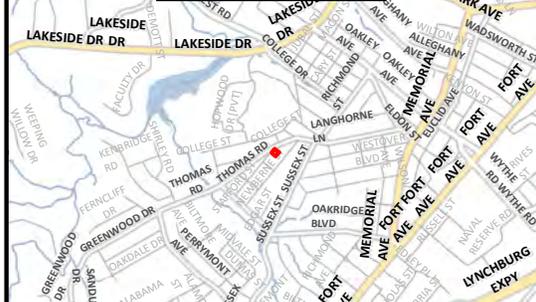
PROPERTY INFORMATION

PARCEL ID	ADDRESS
01325016	307 STAFFORD ST

LEGEND

	Active	Proposed	Abandoned
Utilities	Water (solid blue)	Sanitary (dashed green)	Storm (dashed purple)
	Paved	Unpaved	Other
Structure	Roadway (grey)	Parking (white)	Sidewalk (light grey)
Planimetrics	Driveway (dark grey)		
Topography	Contour (solid orange)	10' Obs (dashed orange)	

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APR 30 2015

**COMMUNITY
DEVELOPMENT**

Revised

**LYNCHBURG COLLEGE
UPDATE TO MASTER PLAN**

Conditional Use Permit Application

Lynchburg College is applying for a Conditional Use Permit to update its Master Plan to request permission to convert the single family dwelling at 307 Stafford Street to graduate student housing.

Lynchburg College, founded in 1903, is one of the oldest coeducational colleges in Virginia. Since its founding, the College has maintained strong commitments to the liberal arts as the basis for education, to a church relationship, to coeducation, and to being a residential community. We have completed a strategic plan and a campus facilities master plan. Our plans call for our enrollment of approximately 2,600 to remain constant. Currently about 1,800 of these students are full-time traditional age undergraduates with the remaining 800 consisting of older adult (over 25) students, part-time students, and graduate students. All traditional age students are required to live in College-owned housing until their senior year unless they are living at home with their parents. Seniors must apply to live off-campus and they can only live in areas zoned R4 or R5, areas designated as multi-family dwellings, i.e., apartment complexes. Our students are no longer allowed to rent single-family dwellings throughout the neighborhood surrounding the campus. We project that approximately 1,600 of our students will live in College-owned housing. Our current capacity for housing traditional age students is 1,760. To reach this level, we completed new construction on campus to house 246 students. In addition to the new construction, we have utilized College-owned and supervised residential properties to house students.

In order to have more resident space for graduate students, we need to convert the dwelling that we recently purchased at 307 Stafford Street to student housing for four graduate students. In addition to the parking space on the property and available on-street parking, we will provide adequate parking for the residents in the College's large parking lot across the street (located between Thomas Road, Westwood Avenue and College Street). The renovations to the property include replacing the old knob and tube wiring, replacing the heating and cooling system and the installation of a hardwired fire alarm system that is connected to the College's system that is monitored continuously by our Security force.

The College has been and wants to continue to be a responsible entity within the City of Lynchburg. We currently employ over 700 individuals and have a regional economic impact of over \$100 million on an annual basis.

We will send a letter to all individuals that own property near the College so that we can invite them to an Information Session to share with them our plans and respond to their concerns, if any.

Prepared by:

John C. Lewis
Associate Vice President for
Business and Finance



RECEIVED

APR 07 2015

**COMMUNITY
DEVELOPMENT**

April 1, 2015

Dear Neighbors:

Lynchburg College would like to take this opportunity to share some information with you about a proposed change to the College's Master Plan and our Conditional Use Permit (CUP) Application. The CUP Application is a request to convert a single family residence located at 307 Stafford Street to student housing. We intend to use the house as rental property for graduate students who are working at the College. The enclosed document, which is part of our CUP Application with the City, describes this change.

In addition to the enclosed information, we would like to invite you to an Information Session on Thursday, April 9, 2015, at 5:30 p.m. at the house at 307 Stafford Street. Since about half of the property owners live in the neighborhood, we thought this would be a convenient location. (Parking is available in the gravel lot across the street.)

Hope to see you there. If you have any questions or concerns, please call me at 434.544.8212 or email me at lewis@lynchburg.edu.

Sincerely,

John C. Lewis
Associate Vice President for
Business and Finance

JCL/lbw
Enclosure

From: Lewis, John
Sent: Wednesday, April 22, 2015 3:37 PM
To: 'doug.saunders@lynchburgva.gov'
Cc: 'mike.mckinney@lynchburgva.gov'; Key, Carol; Bright, Steve
Subject: Modification request related to 307 Stafford Street

Good afternoon, Doug

Lynchburg College has applied to the City for a Conditional Use Permit (CUP) related to the single family dwelling that we recently acquired and renovated at 307 Stafford Street. The College intends to use the house as rental property for faculty and staff of the College. At the current time, we have a group of four graduate assistants who are working for the College and want to rent the house as a group because of their limited finances. Since the City has an ordinance that says "no more than three unrelated persons can occupy a single family dwelling", we are applying for the CUP to allow the four persons to rent the house.

In the Technical Review Committee (TRC) meeting yesterday, Mike McKinney expressed his concern about the house falling under the Building Code definition of a "dormitory" where a sprinkler system would be required. For the CUP we are calling our use "student housing", since the potential renters are also students.

The College is hereby requesting a modification to Code Section USBC 903.2.8 to be exempt from the sprinkler system requirement at this location. We feel that the sprinkler system would be cost prohibitive for this property. The College is very serious about the safety and well-being of our students, faculty and staff. All of our residential properties have a hard-wired fire alarm system that sounds at our Security Desk that is manned 24 x 7 and our Security officers are able to respond to any emergency. We also provide fire extinguishers in all properties and the extinguishers are checked and serviced annually. At this particular house, we replaced the old (knob and tube) wiring and installed a new all electric heat pump system to further lower the risk of a fire happening at this property. In addition to the above items, the College's Security staff routinely patrol the entire campus including the houses that we own. For all of the above reasons, the College is comfortable making this request and appreciates your consideration.

Please let me know that you received this email.

Thanks,

John Lewis
Associate Vice President for Business & Finance
434-544-8212
lewis@lynchburg.edu

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APR 30 2015

COMMUNITY
DEVELOPMENT



Inspections Division • Community Development

900 Church Street • Lynchburg • Virginia • 24504

www.lynchburgva.gov • P 434-455-3910 • F 434-845-7630

April 30, 2015

Mr. John Lewis
Lynchburg College
Associate Vice President for Business & Finance

Mr. Lewis

In regards to your modification request dated April 22, 2015 on the elimination of the sprinkler requirement for 307 Stafford Street, the modification has been granted.

It is not a practice of this office to grant a modification to any Building Code based solely on its cost prohibitions, but with the other life safety practices that the College is applying to this project I don't have a problem with making the modification.

Thank you for your time and I look forward to working with you on this project.

Sincerely,

Doug Saunders
Building Official
City of Lynchburg Inspections Division

