



December 20, 2018

Ms. Tori Haynes, Planner
JCC Community Development
101 Mounts Bay Road, Building A
Williamsburg, VA 23185

RE: Application for Special Use Permit
115 Constance Avenue, Williamsburg, VA, 23185
Tax Map/Parcel No. 4732500002

Dear Ms. Haynes,

On behalf of the homeowners at the aforementioned property, please review our request for a Special Use Permit to build a detached accessory apartment.

The homeowners, Doug and Barbara Burris, reside in the existing single-family dwelling located on the property, and will be constructing a new detached garage/workshop building. They would like to include an accessory apartment for family members to use when they come to visit, until ultimately, Barbara's brother relocates to Virginia. At that time, Barbara's brother will reside in the apartment.

A summary of the project is as follows:

| | |
|-------------------------|---|
| Proposal: | The construction of a 393-square-foot detached accessory apartment to be occupied by the landowners' family member, as part of a new detached workshop/garage building. |
| Project Address: | 115 Constance Avenue (Frances S. Rees Subdivision) Williamsburg, VA 23185 |
| Parcel Acreage: | 26.83 acres |
| Zoning: | R-8, Rural Residential |

R-8, Rural Residential, allows accessory apartments as a specially permitted use in accordance with 24-32(b) of the James City County Code. Section 24-32(b) states that detached accessory apartments, where approved, shall comply with the following requirements:

1. Only one accessory apartment shall be created per lot.

Only one accessory apartment is proposed with this application.

2. The accessory apartment may not occupy more than 50% of the floor area of the accessory structure and shall meet all setback, yard and height regulations applicable to accessory structures in the zoning district in which it is located.

The Attachment "Proposed Garage Plan" demonstrates that only 393 square feet of the proposed detached structure will comprise the accessory apartment, which is 19% of the proposed detached structure. The Attachment "Proposed Master Plan" demonstrates that the location of the proposed detached structure meets all of the setbacks, yard, and height regulations for the R-8 Zoning District.

3. The accessory apartment shall not exceed 400 square feet in size and shall meet all setback, yard and height regulations applicable to accessory structures in the zoning district in which it is located.

The Attachment "Proposed Garage Plan" demonstrates that the proposed accessory apartment will be 393 square feet, which is less than 400 square feet. The Attachment "Proposed Master Plan," which demonstrates that the location of the proposed detached structure meets all of the setbacks, yard, and height regulations for the R-8 Zoning District.

4. The property owner or an immediate family member as defined in Section 19-17 of the subdivision Ordinance shall reside in either the single-family dwelling or the accessory apartment.

The detached accessory apartment will be occupied by the Owners' brother. The Owners will continue to reside in the existing single-family dwelling.

5. Approval from the Health Department shall be required where the property is served by an individual well and/or sewer disposal system.

This requirement is not applicable; the property is served by the public sewer system.

6. The accessory structure shall be so designed such that the size and scale of the structure is compatible with surrounding structures.

Please see the attached plans and elevations; the proposed structure will be compatible with existing surrounding structures. The structure's siding, roofing shingles, windows, shutters, decking, railing, etc. will match those of the existing home. The height of the existing single family dwelling is approximately 35'-0", and the height of the proposed detached structure is approximately 30'-0", which is less than that of the existing home.

7. Off-street parking shall be required in accordance with Section 24-54 of this chapter.

Section 24-59 states that the minimum off-street parking required for a single-family unit with an accessory apartment is three parking spaces. The existing home has an attached two-car garage and parking for a minimum of three cars in the driveway, for a total of (5) existing spaces. Additionally, there will be a parking pad and additional parking bays in the new garage building adjacent to the apartment. Therefore, the proposed plans exceed the Ordinance requirement for three parking spaces.

We hope that this letter adequately addresses any questions regarding the project. However, if you have any questions regarding the above, please feel free to contact me. Thank you for your time, and we are excited to see this project moving forward.

Respectfully,



Kristin C. Baum, AIA, LEED AP
Vice President
GuernseyTingle



Bryan D. (Doug) Burris
Homeowner



Barbara R. Burris
Homeowner

Attachments: Proposed Master Plan
 Existing Single-Family Dwelling (SFD) Plans and Elevations
 Proposed Garage/Apartment Layout and Elevations