



CITY OF RICHMOND

REQUEST FOR SIGNATURE

TO: Selena Cuffee-Glenn, Chief Administrative Officer
THROUGH: Peter L. Downey, Jr., Deputy Chief Administrative Officer for Economic Development and Planning
FROM: Mark A. Olinger, Director, Dept. of Planning and Development Review
DATE: December 13, 2016

Request for Signature / Authorization Summary

Document Title	Special Use Permit Application: To authorize the special use of the properties known as 1031 Fourquarean Lane, 1031 Fourquarean Lane Rear, 1111 Fourquarean Lane, and 1101 Fourquarean Lane for the purpose of multi-family dwellings with up to 80 dwelling units upon certain terms and conditions
Requested by Date	December 22, 2016
Impact on the City	The Special Use Permit application includes properties that are currently city-owned in order to develop multi-family dwellings of up to 80 units; a parallel acquisition process is ongoing under Paul McClellan's office. In order to move forward with the Special Use Permit, the CAO needs to sign the application for the Special Use Permit as a property owner.
Return signed document(s) to	Kathleen Onufer, Dept. of Planning & Development Review Lory Markham, Dept. of Planning & Development Review Paul McClellan, Dept. of Economic & Community Development Haskell Brown, City Attorney's Office

Background & Notes for attached document (*if applicable*):

The applicant is proposing to develop a new multi-family affordable housing development on the site, including demolishing a vacant building. The project includes multiple parcels, the main one of which is zoned R-53 Multi-Family Residential Conditional, as well as parcels zoned R-5 Single-Family Residential which do not permit the proposed multi-family development. The project will require the acquisition of City-owned land. In order to proceed with the application, the CAO must sign the Special Use Permit application as a property owner.

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FOR CAO OFFICE USE ONLY

Document Rec'd Date: _____

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