



Ross C. Allen
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April 13, 2021

HAND DELIVERY

City of Richmond
Department of Planning and Zoning
900 E. Broad Street, Suite 511
Richmond, VA 23219

Dear City of Richmond Planning and Zoning,

Enclosed please find an application for an amendment to the Special Use Permit for 7012 Marlowe Road, Richmond, Virginia 23225. Supporting documentation will be submitted via email as instructed.

Please let me know if you have any questions or concerns and I look forward to working with you on this project.

Sincerely,

Very truly yours,

Owen & Owens PLC

Ross C. Allen
RCA

Cc: Client



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: 7012 Marlowe Rd. Richmond, Virginia 23225 Date: 4/9/2021
 Tax Map #: C005-0600/004 Fee: \$1,800.00
 Total area of affected site in acres: 1.016

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

Zoning

Current Zoning: R-3
 Existing Use: SUP Bank

Proposed Use

(Please include a detailed description of the proposed use in the required applicant's report)

Medical Office Building
 Existing Use: BAnk

Is this property subject to any previous land use cases?

Yes No If Yes, please list the Ordinance Number: Ord. No. 97-188-204

Applicant/Contact Person: Matthew Hamilton

Company: 7012 Marlowe LLC
 Mailing Address: 8657 Riverwood Drive
 City: Henrico State: Va Zip Code: 23229
 Telephone: (804) 401-4005 Fax: (804) 343-0170
 Email: _____

Property Owner: 7012 Marlowe LLC

If Business Entity, name and title of authorized signee: Matthew Hamilton

(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: 8657 Riverwood Drive
 City: Henrico State: Va Zip Code: 23229
 Telephone: (804) 401-4005 Fax: (804) 343-0170
 Email: matt.hamilton@cbre.com

Property Owner Signature: 

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)