



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 521 CRAIGIE AVE Date: 8-9-18
 Property Address: _____
 Tax Map #: NO 00 1047011 Fee: _____
 Total area of affected site in acres: _____

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

Zoning
 Current Zoning: R-5
 Existing Use: Garage

Proposed Use
 (Please include a detailed description of the proposed use in the required applicant's report)
This Building is a garage with an apartment, 1 bedroom apt to
 Existing Use: be used as space for college age daughter.

Is this property subject to any previous land use cases?
 Yes No If Yes, please list the Ordinance Number: _____

Applicant/Contact Person: OSCAR D. THOMAS
 Company: _____
 Mailing Address: 521 CRAIGIE AVE
 City: Richmond State: VA Zip Code: 23222
 Telephone: (804) 779-5169 Fax: ()
 Email: od.thomas@yahoo.com

Property Owner: OSCAR D THOMAS
 If Business Entity, name and title of authorized signee: Oscar D Thomas

(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: 521 CRAIGIE AVE
 City: Richmond State: VA Zip Code: 23222
 Telephone: (804) 779-5169 Fax: ()
 Email: _____

Property Owner Signature: Oscar D Thomas

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)