



DEPARTMENT OF
**PLANNING AND
DEVELOPMENT
REVIEW**

Special Use Permits



Leo Mantey, Deputy Director, Senior
Kevin J. Vonck, Ph.D., Director

THURSDAY, 22 JULY 2025

What is a special use permit (SUP)?

The City Council may authorize a special use permit (SUP) to build structures and use land in a manner that does not conform to the applicable zoning district regulations

The SUP is issued to the owner of a property and is transferrable to successive property owners

How is a special use permit (SUP) approved?

The Council must find that the proposed use will not:

1. be detrimental to the safety, health, morals and general welfare of the community involved
2. tend to create congestion in streets, roads, alleys and other public ways and places in the area involved
3. create hazards from fire, panic or other dangers

How is a special use permit (SUP) approved?

The Council must find that the proposed use will not:

4. tend to overcrowding of land and cause an undue concentration of population
5. adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements
6. interfere with adequate light and air

Who reviews SUP applications?

PDR: Land Use	PDR: Zoning	PDR: Building Plan Review
DPW: Urban Forestry	DPW: Right of Way	DPW: Streetlights
DPU: Gas Works	DPU: Water	DPU: Sanitary Sewer
DPU: Storm Sewer	DPU: Water Resources	RFD

Who do we notify about SUPs?

Legal Requirements

Publish within 21 and 7 days before public hearing

Post sign on property >15 days before public hearing

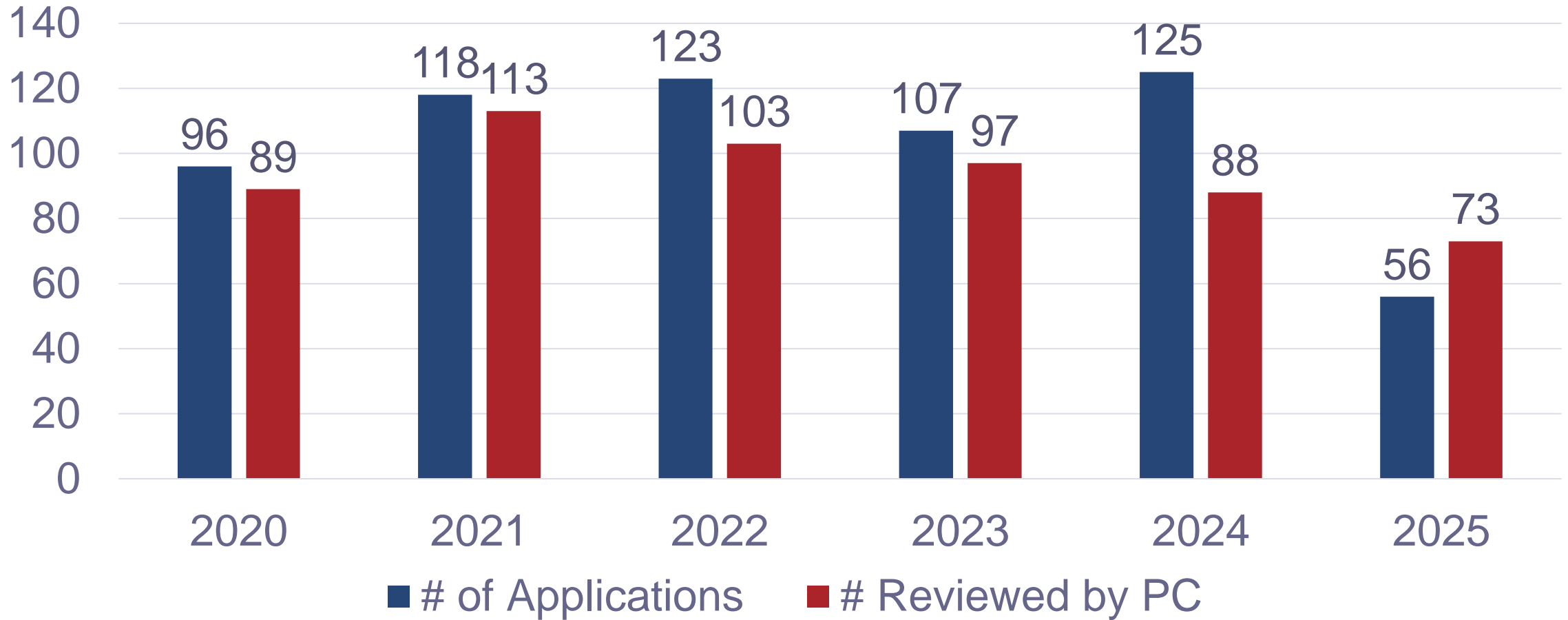
Mail notifications to property owners within 150 feet >7 days before public hearing

Additional Efforts

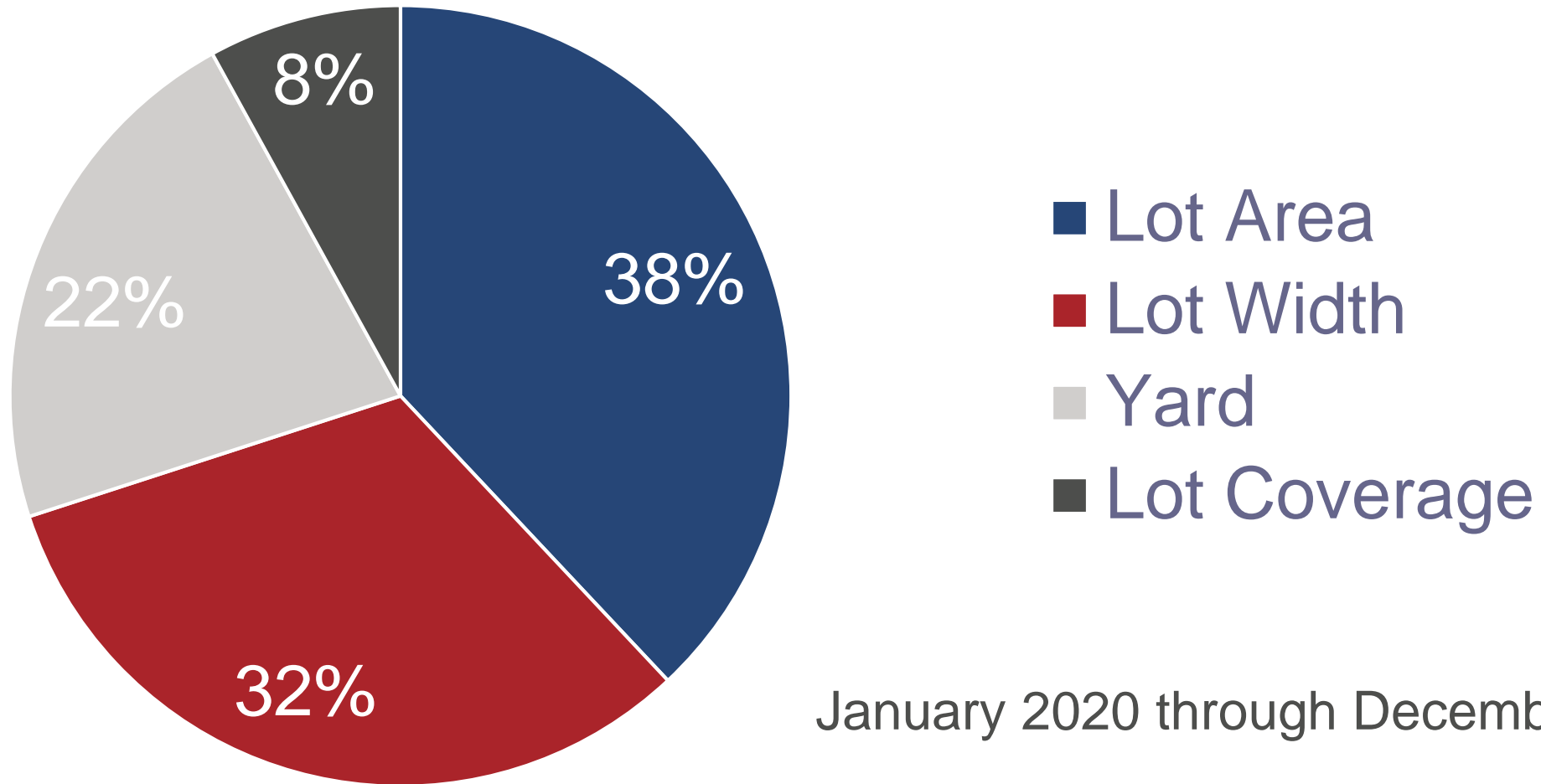
Advise applicants to reach out to Councilmember, adjacent property owners, and civic association(s)

Contact civic association(s) at least 3 weeks prior to public hearing

How many SUPs do we handle annually?

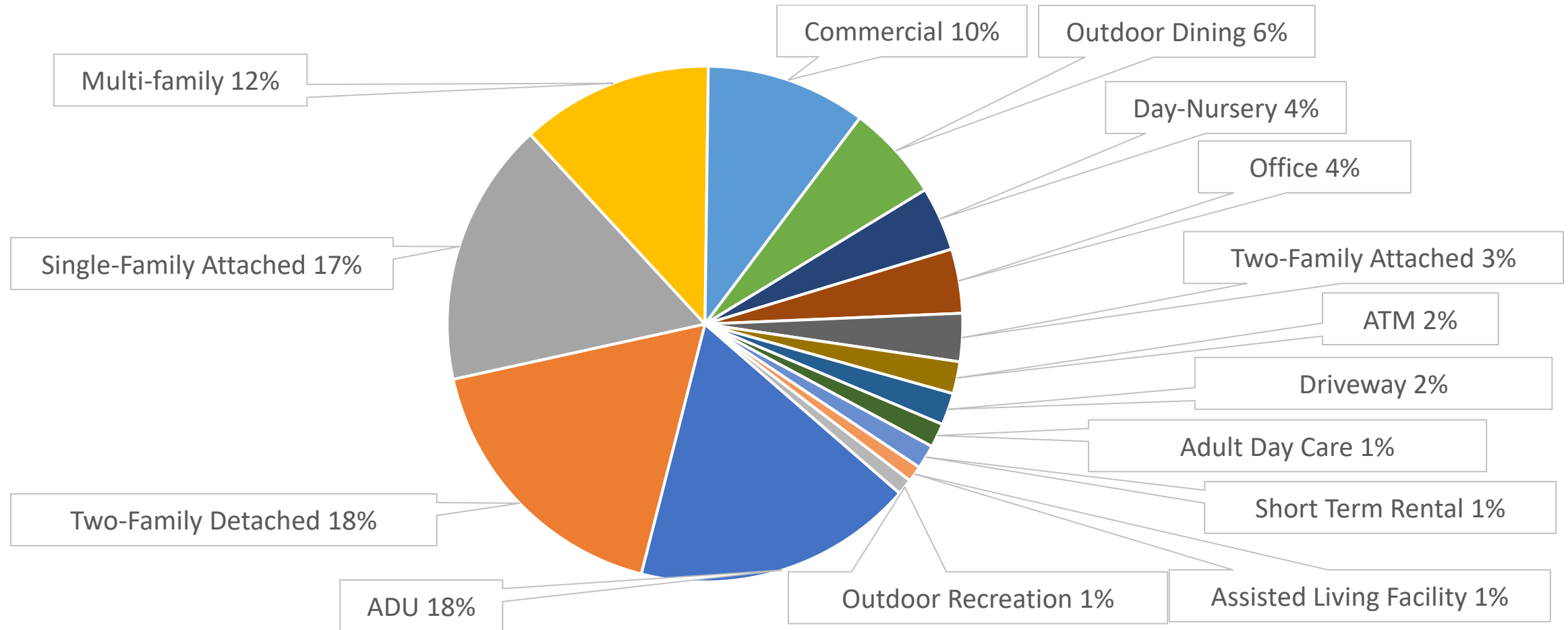


What form requirements does the SUP waive?

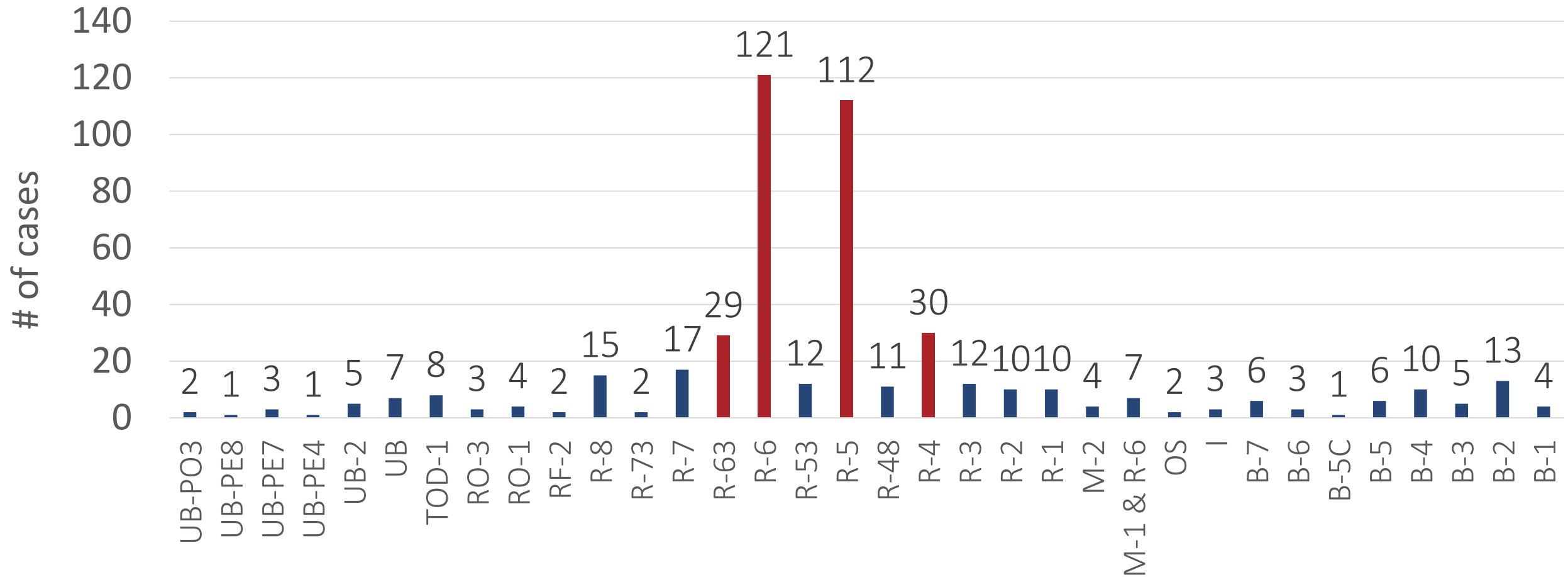


January 2020 through December 2024

What use requirements does the SUP waive?



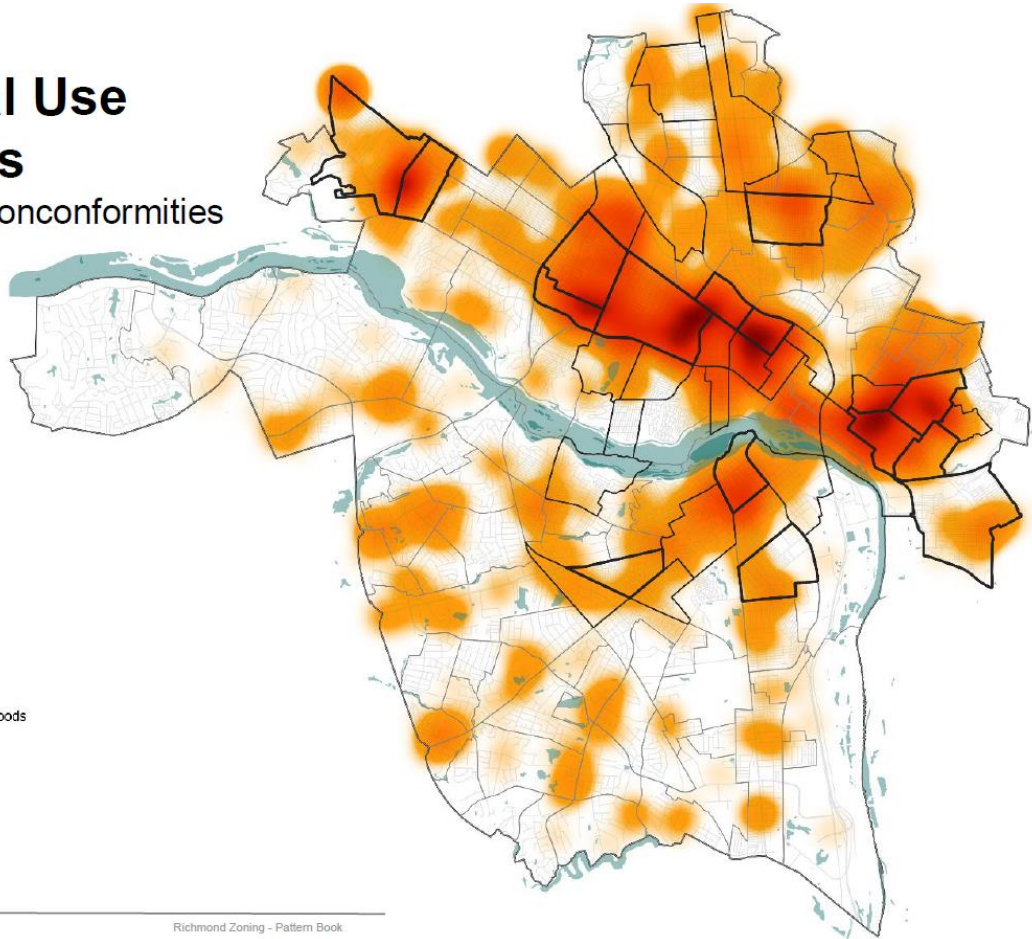
In what zoning districts do we see SUPs?



In what neighborhoods do we see SUPs?

Special Use Permits

Mapping nonconformities



NAME	#
The Fan	151
Museum District	66
Church Hill	60
Church Hill North	52
Three Chopt	47
Jackson Ward	42
Monroe Ward	42
Carytown	37

Questions and discussion