



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: 2915 West Leigh Street Date: January 3, 2019  
 Tax Map #: N 0001592016 Fee: \$2,400.00  
 Total area of affected site in acres: ~1,000 square feet or 0.023AC

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

**Zoning**

Current Zoning: TOD-1

Existing Use: Currently being repurposed from industrial warehouse use

**Proposed Use**

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

See applicant's report attached  
Existing Use: same as above

Is this property subject to any previous land use cases?

Yes  No  If Yes, please list the Ordinance Number: \_\_\_\_\_

**Applicant/Contact Person:** Doug Albertson

Company: Leigh Street LLC  
 Mailing Address: 1735 Arlington Road  
 City: Richmond State: VA Zip Code: 23230  
 Telephone: (804) 400-6716 Fax: ( )  
 Email: albertson100@gmail.com

**Property Owner:** [Signature]

If Business Entity, name and title of authorized signee: owner/managing member

(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: 1735 Arlington Road  
 City: Richmond State: VA Zip Code: 23230  
 Telephone: ( ) same as above Fax: ( )  
 Email: same as above

**Property Owner Signature:** [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)