



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: \_\_\_\_\_ Date: \_\_\_\_\_

Tax Map #: \_\_\_\_\_ 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: \_\_\_\_\_

Existing Use: \_\_\_\_\_

**Proposed Use**

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

Existing Use: \_\_\_\_\_

Is this property subject to any previous land use cases?

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

**Applicant/Contact Person:** \_\_\_\_\_

Company: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_(\_\_\_\_\_) \_\_\_\_\_ Fax: \_(\_\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

**Property Owner:** \_\_\_\_\_

If Business Entity, name and title of authorized signee: \_\_\_\_\_

(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: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_(\_\_\_\_\_) \_\_\_\_\_ Fax: \_(\_\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

**Property Owner Signature:** Milad Hanna

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)

**Special Permit Application  
Applicant's Report  
3015 Midlothian Tpke  
BLD-086325-2021**

Dear Sir,

Attached with this letter my application for a Special Use Permit for the new construction single family detached house located at 3015 Midlothian Tpke., Richmond, VA 23224 under Building permit # BLDR-086325-2021.

The purpose of this application is to get zoning approval to the As Built Survey (attached also with the application) that shows that the constructed house is in violation with the required setbacks and approved site plan (attached with the application).

Marking of foundation was done by a professional surveyor licensed in the Commonwealth of Virginia.

All approved plans was provided to the surveyor: Mass plan showing all setbacks, and foundation plan. Emails are also attached with this application to prove that a professional surveyor was hired to mark the foundation and was provided with all approved drawings.

The Surveyor ignored all provided drawings and ignored clear request to be very accurate with placing the marks as the lot is very tight and any mistake will lead to rejection of final zoning!

Trusting that they did their job as required, the house foundation and all following construction phases was done according to their markings.

The building passed all required final inspections: Building Final, Works Final, Land Disturbance Final but of course failed the Zoning Final which prevents from obtaining the Certificate of Occupancy.

I hereby apply for the Special Use Permit to remedy this situation and be able to obtain the Certificate of Occupancy.

The current setbacks will Not by any means cause any of the following:

- Will not cause any harm to safety, health, morals and general welfare of the community involved.
- Will not tend to create any congestion in the streets, roads, alleys or other public ways and places in the area involved.
- Will not create any hazards from fire, panic or other dangers.
- Will not tend to cause overcrowding of land or any undue concentration of population.
- Will not adversely affect or interfere with public or private schools, parks, playgrounds, water supplies, sewage disposal, transportation or other public requirements, conveniences and improvements.
- Will not interfere with adequate light and air.

Attached with this application the following documents:

- 1- Building Permit for the new construction.
- 2- Approved Survey.
- 3- Approved Architectural drawings.

- 4- Approved mass plan.
- 5- As built survey.
- 6- Email correspondences between my Realtor and assistant Amira Bishara and Virginia Surveys requesting the foundation markings.
- 7- Final Inspection Reports: Passed Works Final, Passed Land Disturbance Final and Passed Building Final.

I sincerely appreciate the time and effort put in processing my application.

Respectfully,  
Milad Hanna  
Hanna Homes LLC  
[HannaHomes21@yahoo.com](mailto:HannaHomes21@yahoo.com)  
804-930-2169