



APPLICATION SPECIAL USE PERMIT

410439
sup 2011-0021

ADMINISTRATIVE CHANGE OF OWNERSHIP OR MINOR AMENDMENT

Change of Ownership Minor Amendment

[must use black ink or type]

PROPERTY LOCATION: 330 N. Washington St.
TAX MAP REFERENCE: 64.04-02-14 **ZONE:** CD

APPLICANT

Name: Wells Fargo
Address: 550 S Tryon St., 30th fl, Charlotte NC 28202

PROPERTY OWNER

Name: Gramercy Realty
Address: 610 Old York Rd. Ste. 300, Jenkinstown, PA 19046

SITE USE: BANK

THE UNDERSIGNED hereby applies for a Special Use Permit for **Change in Ownership**, in accordance with the provisions of Article XI, Division A, Section 11-503 (5)(f) of the 1992 Zoning Ordinance of City of Alexandria, Virginia.

THE UNDERSIGNED, having read and received a copy of the special use permit, hereby agrees to comply with all conditions of the current special use permit, including all other applicable City codes and ordinances.

THE UNDERSIGNED hereby applies for a Special Use Permit for **Minor Amendment**, in accordance with the provisions of Article XI, Division A, Section 11-509 and 11-511 of the 1992 Zoning Ordinance of City of Alexandria, Virginia.

THE UNDERSIGNED, having obtained permission from the property owner, hereby requests this special use permit. The undersigned also attests that all of the information herein required to be furnished by the applicant are true, correct and accurate to the best of his/her knowledge and belief.

JAY K. DOOLITTLE
Print Name of Applicant or Agent
550 S. Tryon St. 30th FL
Mailing/Street Address
Charlotte, NC 28202
City and State Zip Code

Jay K Doolittle
Signature
704 374 4424
Telephone # Fax #
jay.doolittle@wellsfargo.com
Email address
3/31/11
Date

DO NOT WRITE IN THIS SPACE - OFFICE USE ONLY

Application Received: _____	Fee Paid: \$ _____
Legal advertisement: _____	_____
ACTION - PLANNING COMMISSION _____	ACTION - CITY COUNCIL: _____

The following information must be furnished to the Department of Planning and Zoning to determine if the current use conducted on the premises complies with the special use permit provisions and all other applicable codes and ordinances.

1. Please describe prior special use permit approval for the subject use.

Most recent Special Use Permit # 3496-00107

Date approved: 10 / 19 / 1986
month day year

Name of applicant on most recent special use permit 1st Union Bank

Use existing Drive thru @ Bank

2. Describe below the nature of the existing operation in detail so that the Department of Planning and Zoning can understand the nature of the change in operation; include information regarding type of operation, number of patrons served, number of employees, parking availability, etc. (Attach additional sheets if necessary.)

Typical Bank operation; Typical Number of
patrons, estimated 10 on location at any one time;
Typical hours of operation - 8am to 7:30pm, Mon thru
Friday and 9am to 1pm on Saturday. One lane for
drive thru teller transactions and one lane for
ATM transactions.

3. Describe any proposed changes to the business from what was represented to the Planning Commission and City Council during the special use permit approval process, including any proposed changes in the nature of the activity, the number and type of patrons, the number of employees, the hours, how parking is to be provided for employees and patrons, any noise emitted by the use, etc. (Attach additional sheets if necessary)

Change of ownership

4. Is the use currently open for business? Yes No

If the use is closed, provide the date closed. _____ / _____ / _____
month day year

5. Describe any proposed changes to the conditions of the special use permit:

change of ownership

6. Are the hours of operation proposed to change? Yes No

If yes, list the current hours and proposed hours:

Current Hours: _____ Proposed Hours: _____

7. Will the number of employees remain the same? Yes No

If no, list the current number of employees and the proposed number.

Current Number of Employees: _____ Proposed Number of Employees: _____

8. Will there be any renovations or new equipment for the business? Yes No

If yes, describe the type of renovations and/or list any new equipment proposed.

updating signs and ATM to represent Wells Fargo

9. Are you proposing changes in the sales or service of alcoholic beverages? Yes No

If yes, describe proposed changes:

10. **Is off-street parking provided for your employees?** Yes No
If yes, how many spaces, and where are they located?
49 spaces on property

11. **Is off-street parking provided for your customers?** Yes No
If yes, how many spaces, and where are they located?
49 spaces on property.

12. **Is there a proposed increase in the number of seats or patrons served?** Yes No
If yes, describe the current number of seats or patrons served and the proposed number of seats and patrons served. For restaurants, list the number of seats by type (i.e. bar stools, seats at tables, etc.)

Current:	Proposed:
_____	_____
_____	_____
_____	_____

13. **Are physical changes to the structure or interior space requested?** Yes No
If yes, attach drawings showing existing and proposed layouts. In both cases, include the floor area devoted to uses, i.e. storage area, customer service area, and/or office spaces.

14. **Is there a proposed increase in the building area devoted to the business?** Yes No
If yes, describe the existing amount of building area and the proposed amount of building area.

Current:	Proposed:
_____	_____
_____	_____
_____	_____

15. **The applicant is the** (check one) Property owner Lessee
 other, please describe: _____

16. **The applicant is the** (check one) Current business owner Prospective business owner
 other, please describe: _____

17. Each application shall contain a clear and concise statement identifying the applicant, including the name and address of each person owning an interest in the applicant and the extent of such ownership interest. If the applicant, or one of such persons holding an ownership interest in the applicant is a corporation, each person owning an interest in excess of ten percent (10%) in the corporation and the extent of interest shall be identified by name and address.

For the purpose of this section, the term "ownership interest" shall include any legal or equitable interest held in the subject real estate at the time of the application. If a nonprofit corporation, the name of the registered agent must be provided.

Please provide ownership information here:

Neds Fargo Corporate Properties
1700 Lincoln St., 12th fl
Denver, CO 80203
