



Application for
Use Permit

Complete this application in its entirety and submit pages 4 and 5 along with the required materials (including any required supplements) as listed on page 2 to the address below:

City of Hampton
Community Development Department, Planning Division
22 Lincoln Street, 5th Floor
Hampton, Virginia 23669

OFFICE USE ONLY
Date Received:

7 November 2023

[Signature]

Case Number: UP 23-00078

1. PROPERTY INFORMATION

Address or Location Coliseum Drive, Hampton, VA 23666

LRSN 13005223 Zoning District R-11

Current Land Use _____

Proposed Land Use _____

The proposed use will be in: ☐ an existing building ☐ a new addition ☐ a new building

2. PROPERTY OWNER INFORMATION (an individual or a legal entity may be listed as owner)

Owner's Name City of Hampton

Address _____ City _____ State _____ Zip _____

Phone _____ Email _____

3. APPLICANT INFORMATION (if different from owner)

Applicant's Name SCI Virginia Funeral Services, LLC

Address 1929 Allen Parkway City Houston State TX Zip 77019

Phone _____ Email _____

4. APPLICANT AGENT INFORMATION (if different from applicant)

Agent's Name Scott Ladd

Address _____ City _____ State _____ Zip _____

Phone 813-494-3107 Email scott.ladd@sci-us.com

5. CERTIFICATION FOR LEGAL ENTITY PROPERTY OWNERS

Complete this section only if the property owner is **not** an individual but rather a legal entity such as a corporation, trust, LLC, partnership, diocese, etc. as specified in Step 2 above.

"I hereby submit that I am legally authorized to execute this application on behalf of the fee-simple owner of this property. I have read this application and it is submitted with my full knowledge and consent. I authorize city staff and representatives to have access to this property for inspection. The information contained in this application is accurate and correct to the best of my knowledge."

Name(s), title(s), signature(s), and date(s) of authorized representative(s) of the legal entity (attach additional page if necessary):

Name of Legal Entity City of Hampton, Virginia *

Signed by:

Name (printed) Brian DeProfo, Its (title) Assistant City Manager

Signature [Signature] Date 11/3/23

Name (printed) _____, Its (title) _____

Signature _____ Date _____

Name (printed) _____, Its (title) _____

Signature _____ Date _____

** See owner signature disclaimer.*

6. CERTIFICATION FOR INDIVIDUAL PROPERTY OWNERS

Complete this section only if the property owner is an individual or individuals.

"I hereby submit that I am the fee-simple owner of this property. I have read this application and it is submitted with my full knowledge and consent. I authorize city staff and representatives to have access to this property for inspection. The information contained in this application is accurate and correct to the best of my knowledge."

Name(s), signature(s), and date(s) of owner(s) (attach additional page if necessary):

Name (printed) _____

Signature _____ Date _____

Name (printed) _____

Signature _____ Date _____

OFFICE USE ONLY

- | | | |
|---|--|---|
| <input type="checkbox"/> Application Form | <input type="checkbox"/> Narrative Statement | <input type="checkbox"/> Supplemental Form (if required) |
| <input type="checkbox"/> Application Fee | <input type="checkbox"/> Survey Plat | <input type="checkbox"/> Additional materials (if required) |

OWNER SIGNATURE DISCLAIMER

Sections 14-3 and 14-21 of the City zoning ordinance require the written consent of the subject property owner for all use permit and rezoning applications. The City of Hampton, Virginia (the "City") is the current owner of the subject property. Accordingly, the signature of the City Manager or her designee represents the City's consent to process the application, but does not constitute and should not be deemed to be an agreement by the City to dispose of its property nor is it an endorsement of any development or use proposal.


Assistant City Manager (or designee)

Dated: 11/3/23

Approved as to form and legal sufficiency:


Sr. Deputy City Attorney

Site Plan Use Permit Narrative

Hampton Memorial Gardens

SCI Virginia Funeral Services, LLC (“SCI”) is submitting the attached Use Permit Application to request the purchase of 0.85 acres from the City of Hampton (“City”) for the expansion of Hampton Memorial Gardens (“Cemetery”).

Refer to **Exhibit A – Index Map** for an aerial map that illustrates the general location of area to be purchased from the City, which is located on the corner of Hampton Roads Center Parkway and the newly constructed Coliseum Drive. This land is located directly adjacent to the Cemetery.

Exhibit B – Existing Ownership Exhibit provides a detailed depiction of the City’s Ownership and SCI’s Ownership, as well as the existing Right of Way along Coliseum Drive.

SCI is proposing to purchase 0.85 acres (37,135 sf) from the City at the current Right of Way along Coliseum Drive to the existing Property Line, from Hampton Roads Center Parkway to the existing drainage structure. Refer to **Exhibit C – Proposed Ownership** for reference.

Exhibit D – Concept Plan indicates that the newly acquired 0.85 acres will be populated with burial plots only and be sodded turf grass. No structures and/or roads are proposed. A wood fence will be installed at the top of the existing berm, just off the Right of Way, to provide privacy for the families visiting the gravesite from the vehicles driving along Coliseum Drive. The wood fence will be a continuation of the existing fence to the north and will match in style and appearance.

Previous communication between the City and SCI regarding the possible purchase of this land west of Coliseum Drive have been made and is documented in a letter from Terry O’Neill, Director of Community Development and Chuck Rigney, Director of Economic Development, dated November 18, 2020. Refer to **Exhibit E**.

THIS IS TO CERTIFY THAT ON 7-25-2023, WE SURVEYED THE PROPERTY SHOWN ON THIS PLAT AND THAT THE TITLE LINES AND PHYSICAL IMPROVEMENTS ARE AS SHOWN ON THIS PLAT. THE IMPROVEMENTS STAND STRICTLY WITHIN THE TITLE LINES AND THERE ARE NO ENCROACHMENTS OR VISIBLE EASEMENTS EXCEPT AS SHOWN.

MSA, P.C.

NOTES:

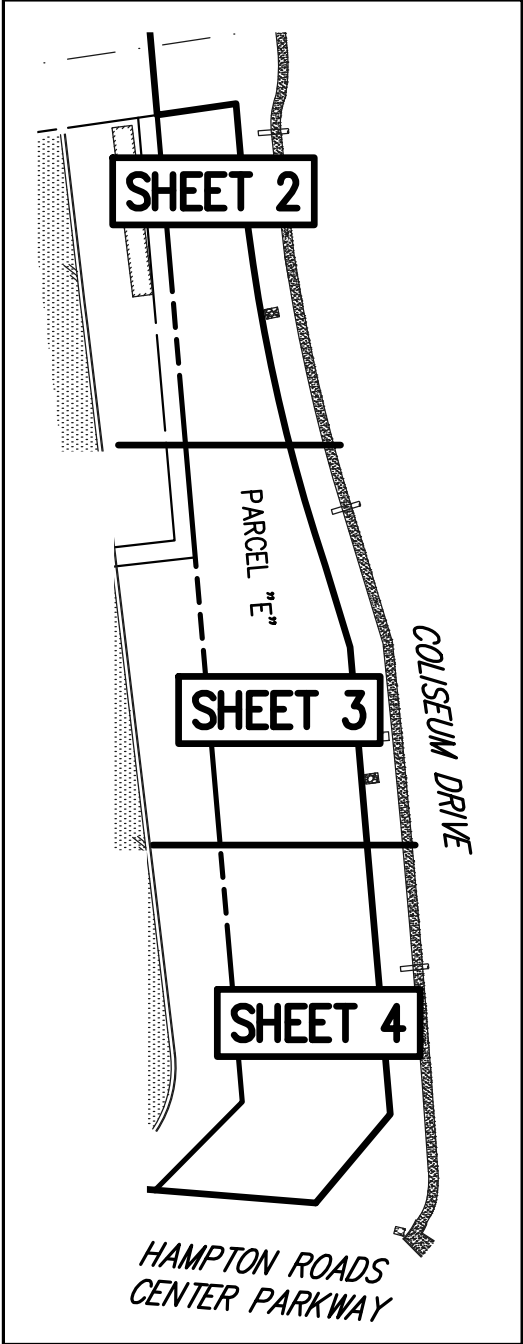
1. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY NOT SHOW ANY/ALL EASEMENTS OR RESTRICTIONS THAT MAY AFFECT SAID PROPERTY AS SHOWN.
2. THIS PROPERTY APPEARS TO FALL IN FLOOD ZONE X AS SHOWN ON PANEL 0017H OF THE FLOOD INSURANCE RATE MAPS FOR THE CITY OF HAMPTON, VIRGINIA, COMMUNITY NO.:515527, DATED MAY 16, 2016. FLOOD ZONE INFORMATION SHOWN HEREON IS NOT GUARANTEED AND WAS APPROXIMATELY SCALED FROM THE FLOOD INSURANCE RATE MAPS FOR THE CITY/COUNTY INDICATED. MSA, P.C. IS NOT A PARTY IN DETERMINING THE REQUIREMENTS FOR FLOOD INSURANCE ON THE PROPERTY SHOWN. FOR FURTHER INFORMATION AND TO CONFIRM THE FLOOD ZONE FOR THIS PROPERTY, CONTACT THE LOCAL COMMUNITY FLOOD OFFICIAL. FLOOD ZONE DETERMINATION IS BASED ON THE FLOOD INSURANCE RATE MAPS AND DOES NOT IMPLY THAT THIS PROPERTY WILL OR WILL NOT BE FREE FROM FLOODING OR DAMAGE.
3. NORTH MERIDIAN SHOWN HEREON IS BASED ON VIRGINIA STATE PLANE COORDINATE SYSTEM, SOUTH ZONE NAD83 (2011) (EPOCH 2010.00), AND WAS GPS DERIVED USING GNSS NETWORK RTK METHODS, WITH REFERENCE TO GPS CONTINUOUSLY OPERATING REFERENCE STATIONS, AND CORRECTION SERVICES PROVIDED BY HXGN SMARTNET (SMARTNET NORTH AMERICA). COORDINATE VALUES AND LENGTHS/DISTANCES SHOWN ARE EXPRESSED IN U.S. SURVEY FEET.
4. CURRENT OWNER PER CITY OF HAMPTON TAX ASSESSOR IS CITY OF HAMPTON, SOURCE OF TITLE: (DB 1042, PG 1264)
5. THIS SURVEY DOES NOT ADDRESS THE EXISTENCE OR NONEXISTENCE OF WETLANDS, ENVIRONMENTAL HAZARDS, CEMETERIES OR ANY UNDERGROUND STRUCTURE NOT OBSERVED DURING THE COURSE OF THE SURVEY.
6. ZONING: R-11

CURVE TABLE						
CURVE	LENGTH	RADIUS	BEARING	CHORD	DELTA	TANGENT
C1	83.93'	23,019.31'	N85°22'51"W	83.93'	0°12'32"	41.96'
C2	215.69'	913.50'	S11°46'48"E	215.19'	13°31'42"	108.35'

METES AND BOUNDS DESCRIPTION OF PARCEL "E" (MPB 6, PG 90):

BEGINNING AT A PIN SET ON THE NORTHERN RIGHT-OF-WAY LINE OF HAMPTON ROADS CENTER PARKWAY, BEING LOCATED AT THE NORTHWEST INTERSECTION OF HAMPTON ROADS CENTER PARKWAY AND COLISEUM DRIVE, SAID PIN SET BEING THE POINT OF BEGINNING; THENCE ALONG THE NORTHERN RIGHT-OF-WAY LINE OF HAMPTON ROADS CENTER PARKWAY; ALONG A CURVE TO THE LEFT WITH AN ARC LENGTH OF 83.93', A RADIUS OF 23,019.31', A CHORD BEARING OF N85°22'51"W, A CHORD LENGTH OF 83.93', AND A DELTA ANGLE OF 00°12'32" TO A PIN FOUND AT THE SOUTHWEST CORNER OF PARCEL "E" (MPB 6, PG 90) (LRSN:13005223), HEREINAFTER REFERRED TO AS THE "SUBJECT PROPERTY"; THENCE DEPARTING THE NORTHERN RIGHT-OF-WAY LINE OF HAMPTON ROADS CENTER PARKWAY, ALONG THE COMMON PROPERTY LINE OF "PROPERTY OF SCI VIRGINIA FUNERAL SERVICES INC" (INST. NO. 100016095)(LRSN:7001845) AND THE SUBJECT PROPERTY; N44°43'59"E, A DISTANCE OF 64.59' TO A PIN FOUND; THENCE, N04°56'06"W, A DISTANCE OF 515.89' TO A PIN SET ON THE WESTERN RIGHT-OF-WAY LINE OF COLISEUM DRIVE, AND BEING THE NORTHWEST CORNER OF THE SUBJECT PROPERTY; THENCE ALONG THE WESTERN RIGHT-OF-WAY LINE OF COLISEUM DRIVE, N81°51'10"E, A DISTANCE OF 41.48' TO A PIN SET AT THE NORTHEAST CORNER OF THE SUBJECT PROPERTY; THENCE, S05°00'57"E, A DISTANCE OF 30.17' TO A PIN SET AT THE BEGINNING OF A CURVE; THENCE ALONG A CURVE TO THE LEFT WITH AN ARC LENGTH OF 215.69', A RADIUS OF 913.50', A CHORD BEARING OF S11°46'48"E, A CHORD LENGTH OF 215.19', AND A DELTA ANGLE OF 13°31'42" TO A PIN SET; THENCE, S16°53'34"E, A DISTANCE OF 44.24' TO A PIN SET; THENCE, S04°35'33"E, A DISTANCE OF 244.15' TO A PIN SET; THENCE, S40°04'27"W, A DISTANCE OF 60.39' TO A PIN SET, SAID PIN SET BEING THE POINT OF BEGINNING AND CONTAINING 37,086 SQUARE FEET OR 0.851 ACRES. THE CURRENT ZONING OF THE PROPERTY IS R-11 (ONE FAMILY RESIDENTIAL).

SHEET INDEX
SCALE: 1"=100'




PHYSICAL SURVEY
OF
PARCEL "E"
(MPB 6, PG 90)

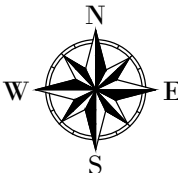
SEE SHEET 1 FOR CURVE TABLE

LRSN:13005223
HAMPTON, VIRGINIA
7-25-2023

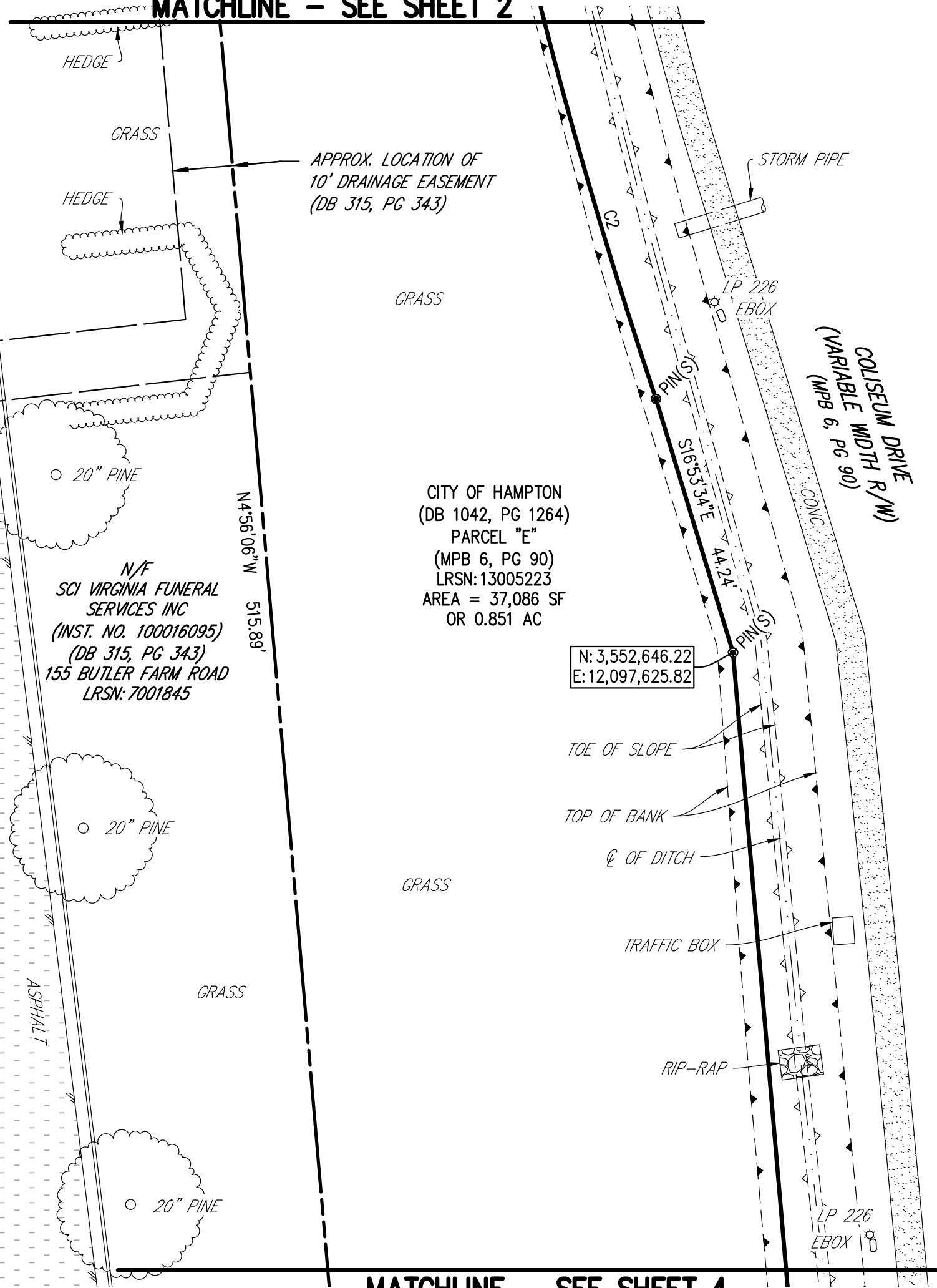
SEE NOTE #3,
SHEET 1

REV: N/A
DWN BY: WGS
FB:
JOB# 23117
SCALE: 1" = 20'
SHEET 1 OF 4

**MSA**
ENGINEERS | SCIENTISTS | SURVEYORS
5032 ROUSE DRIVE, SUITE 200 | VIRGINIA BEACH, VA 23462
757.490.9264 | MSAONLINE.COM


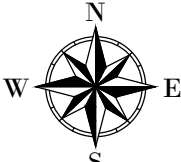


MATCHLINE - SEE SHEET 2

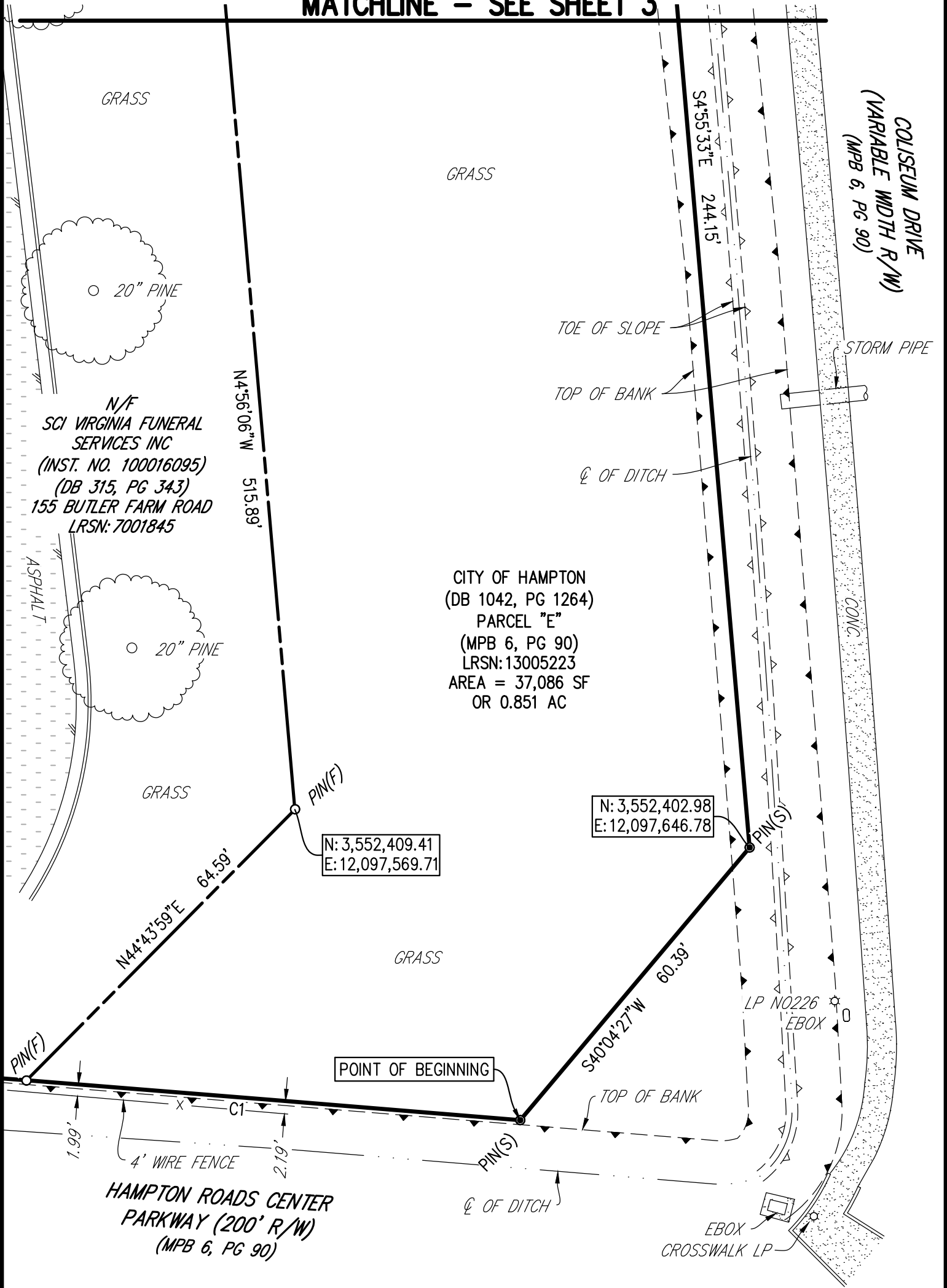


MATCHLINE - SEE SHEET 4



PHYSICAL SURVEY OF PARCEL "E" (MPB 6, PG 90)		SEE SHEET 1 FOR CURVE TABLE	
 ENGINEERS SCIENTISTS SURVEYORS 5032 ROUSE DRIVE, SUITE 200 VIRGINIA BEACH, VA 23462 757.490.9264 MSAONLINE.COM		LRSN:13005223 HAMPTON, VIRGINIA 7-25-2023	
		SEE NOTE #3, SHEET 1	
		REV: N/A	
		DWN BY: WGS	
		FB:	
		JOB# 23117	
		SCALE: 1" = 20'	
		SHEET 3 OF 4	

MATCHLINE - SEE SHEET 3




PHYSICAL SURVEY OF PARCEL "E" (MPB 6, PG 90)		SEE SHEET 1 FOR CURVE TABLE	
 ENGINEERS SCIENTISTS SURVEYORS 5032 ROUSE DRIVE, SUITE 200 VIRGINIA BEACH, VA 23462 757.490.9264 MSAONLINE.COM		LRSN: 13005223 HAMPTON, VIRGINIA 7-25-2023	
		SEE NOTE #3, SHEET 1	
		REV: N/A	
		DWN BY: WGS	
		FB:	
		JOB# 23117	
		SCALE: 1" = 20'	
		SHEET 4 OF 4	



EXHIBIT A - INDEX MAP

Hampton Memorial Gardens - Site Plan Use Permit

REFER TO PROPOSED
OWNERSHIP EXHIBIT

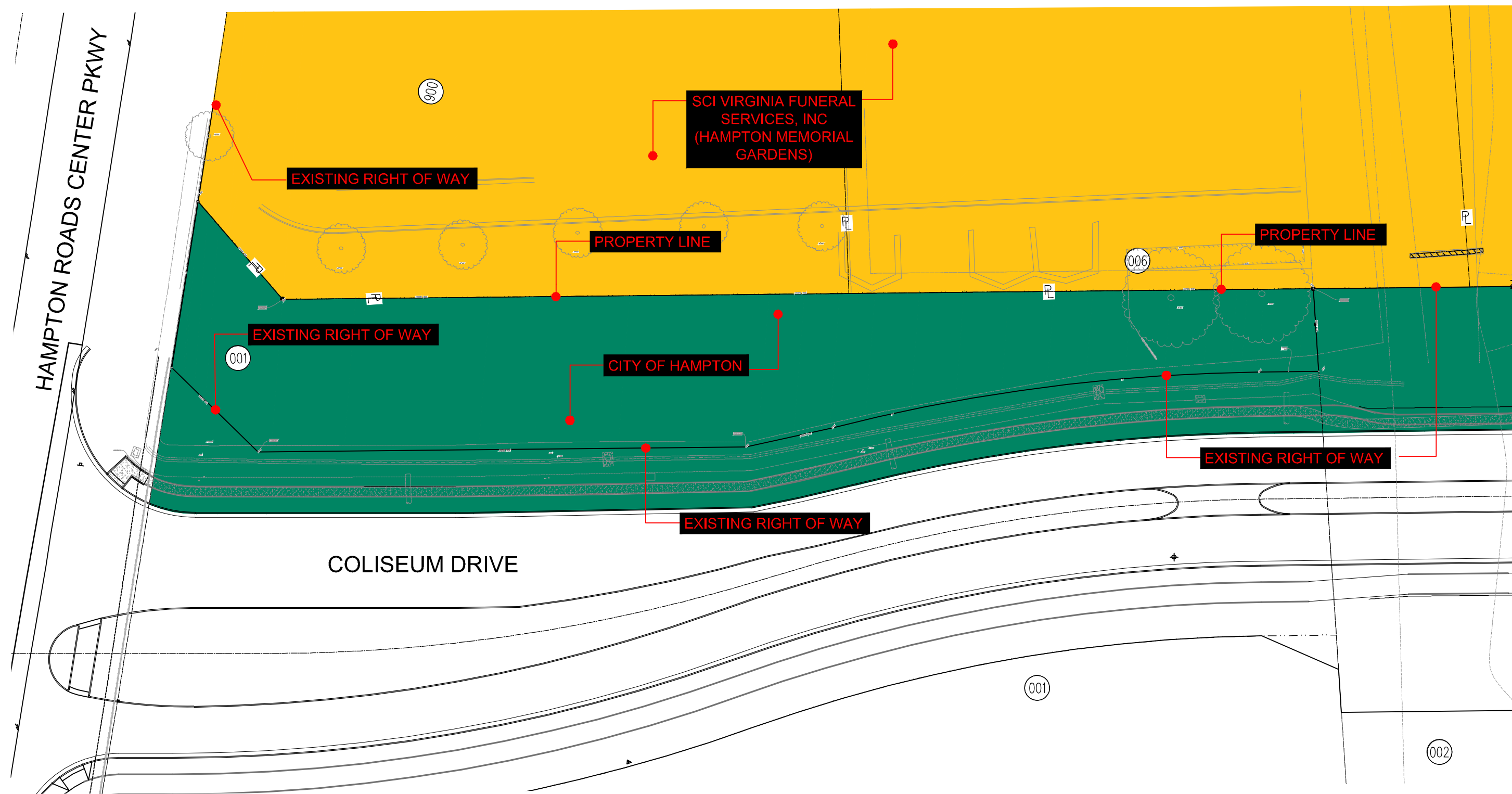
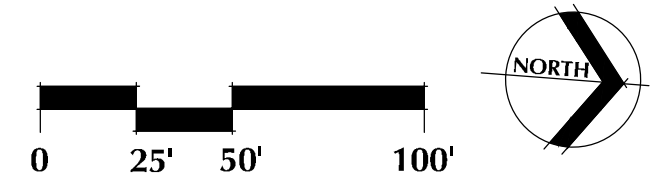


EXHIBIT B - EXISTING OWNERSHIP EXHIBIT
 Hampton Memorial Gardens - Site Plan Use Permit



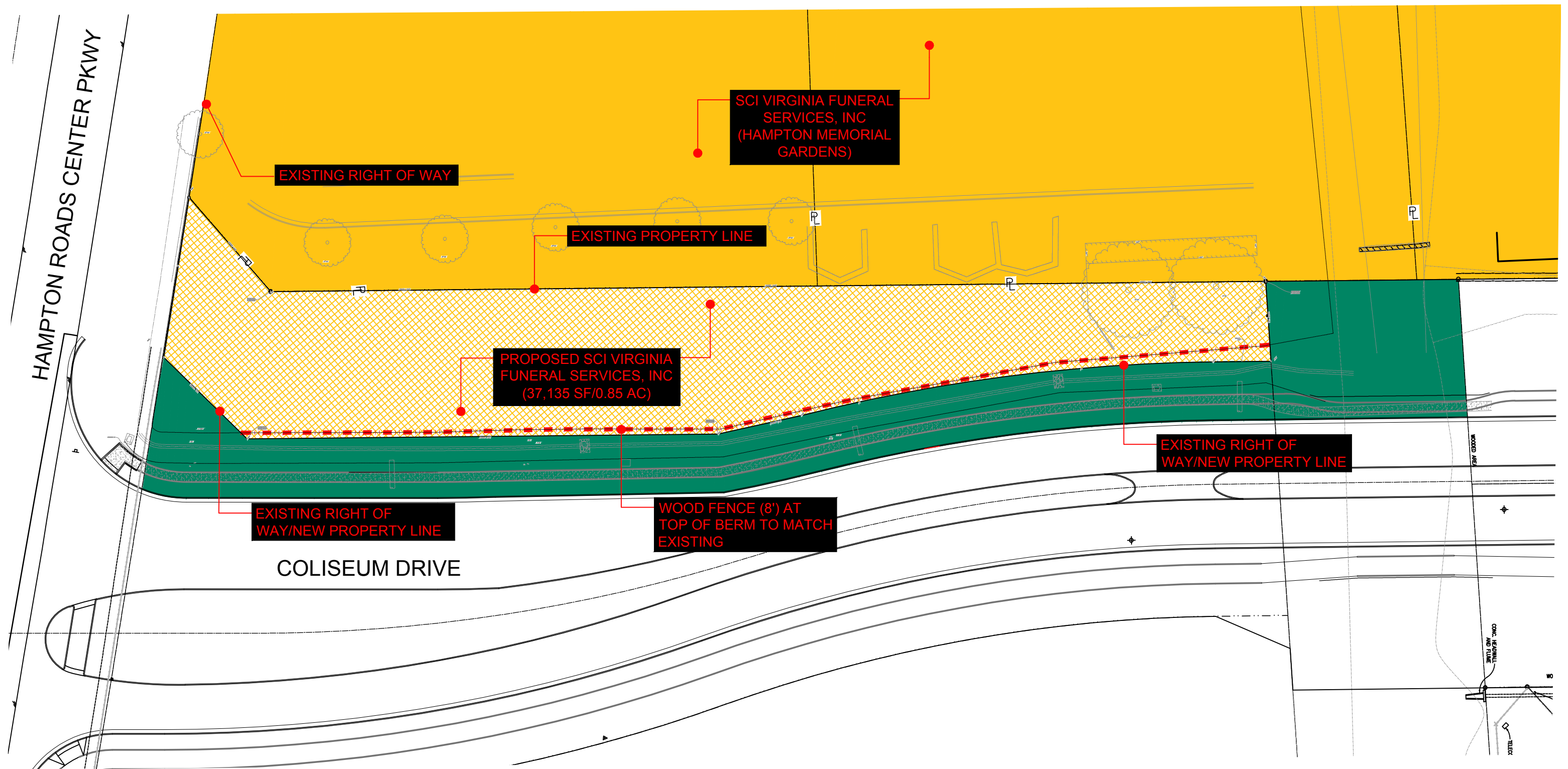
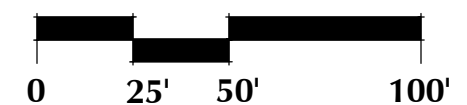
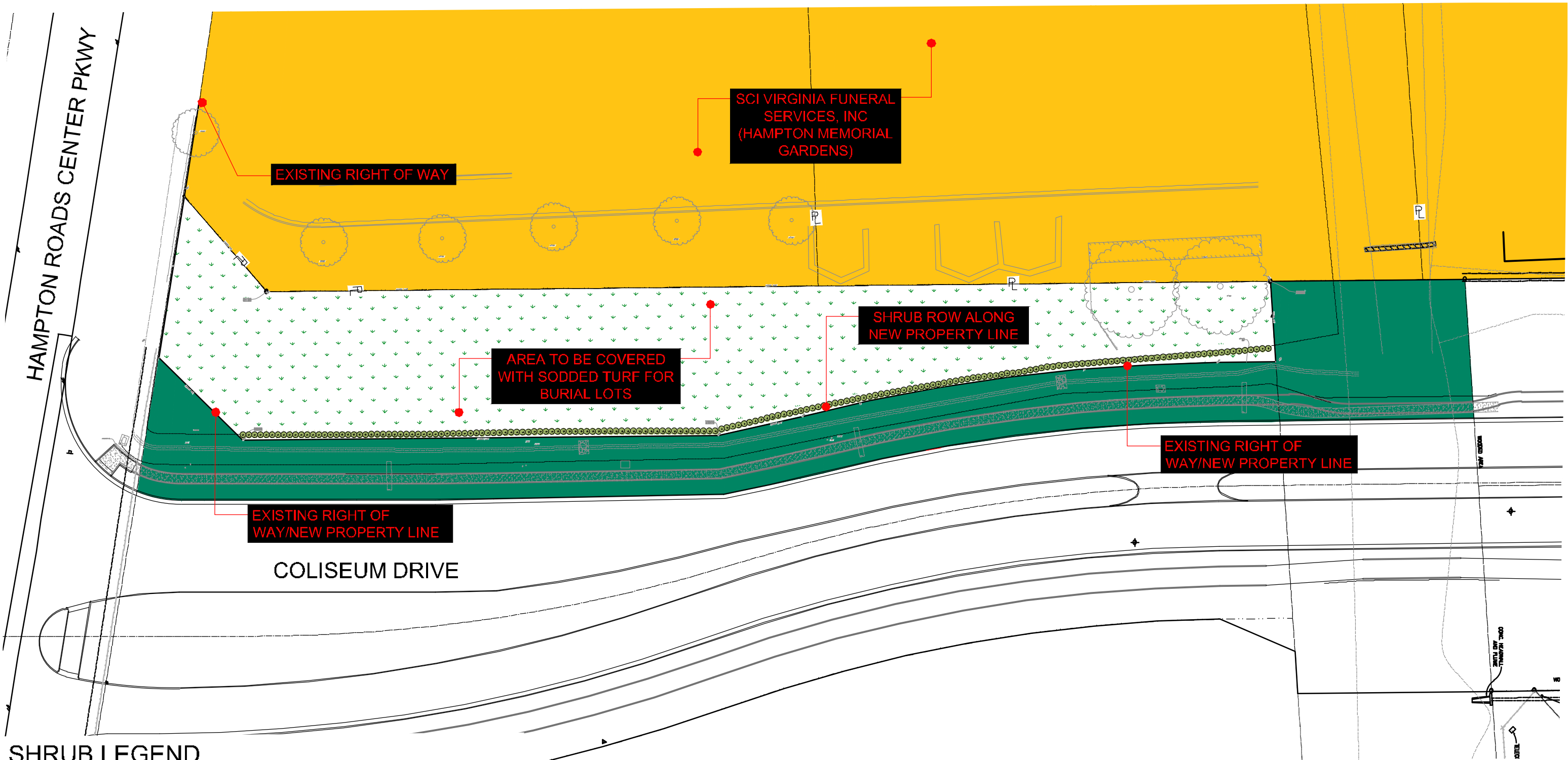


EXHIBIT C - PROPOSED OWNERSHIP EXHIBIT


Hampton Memorial Gardens - Site Plan Use Permit



07/27/23



SHRUB LEGEND

SYMBOL	SIZE	BOTANICAL NAME	SPACING
	7 GAL/ 15 GAL*	ILEX CRENATA/LIGUSTRUM JAPONICUM*	3' O.C.

*PLANT TYPE AND SIZE DEPENDENT UPON AVAILABILITY

EXHIBIT D - CONCEPTUAL EXHIBIT

Hampton Memorial Gardens - Site Plan Use Permit



11/20/23