



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:

Case Number: UP 23-0350

1. PROPERTY INFORMATION

Address or Location 2 Eaton Street, Hampton, VA 23669

LRSN 2003199 Zoning District DT-2

Current Land Use Office Building

Proposed Land Use Private University

 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 Hampton University

Address 200 William R. Harvey Way City Hampton State VA Zip 23668

Phone 757-727-5463 Email charles.cansler@hamptonu.edu

3. APPLICANT INFORMATION (if different from owner)

Applicant's Name Hampton University

Address 200 William R. Harvey Way City Hampton State VA Zip 23668

Phone 757-727-5463 Email charles.cansler@hamptonu.edu

4. APPLICANT AGENT INFORMATION (if different from applicant)

Agent's Name MSA, P.C., Douglas M. Will, P.E.

Address 5032 Rouse Drive, Suite 200 City Virginia Beach State VA Zip 23462

Phone 757-490-9264 Email doug.will@msaonline.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.

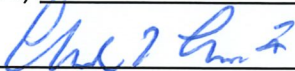
"I hereby submit that I am legally authorized to execute this application on behalf of the fee-simple owner of this property. I have read this application and it is submitted with my full knowledge and consent. I authorize city staff and representatives to have access to this property for inspection.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

Signed by:

Name (printed) Charles L. Cansler, Its (title) Senior Vice President of Business Operations and Finance

Signature  Date 9/6/2023

Name (printed) _____, Its (title) _____

Signature _____ Date _____

Name (printed) _____, Its (title) _____

Signature _____ Date _____

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) |

Corporate Resolution

I, Faye Hardy-Lucas, in my official capacity, hereby certify: that I am an officer, namely Secretary of Hampton University, a corporation duly organized and existing under the laws of Virginia: that at a meeting of the Board of this corporation, duly and regularly convened and held on the 26th day of June 2023, at which a quorum for the transaction of business was present and acting, the following resolution was duly and regularly adopted, and is still in full force and effect, and appears as follows in the minutes of the meeting:

RESOLVED: that Charles L. Cansler, III, who is the Chief Financial Officer, of this corporation is hereby authorized to sell, assign and transfer the following:

Stocks, bonds, mutual funds, all matter of securities and investment transactions and to execute any and all instruments necessary, proper or desirable for the purpose; further, that any past action in accordance herewith is hereby ratified and confirmed; and further, that any officer of this corporation is hereby authorized to certify this resolution to whom it may concern.

I further certify that the foregoing resolution is not contrary to any provision in the charter or by-laws of this corporation that Charles L. Cansler, III now is Senior Vice President for Business Operations and Finance, and Faye Hardy-Lucas now is Secretary of this corporation, and that I have been duly authorized to make this certificate on behalf of this corporation.

In witness whereof, I hereunto set my hand and affix the seal of this corporation on this 6th day of September, 2023.



Faye Hardy-Lucas
Vice President and General Counsel



The
Livas
Group
Inc.

September 6TH, 2023

Community Development Center
Attn: Mrs. Urvi Patel, City Planner
22 Lincoln St. 5th Floor
Hampton, VA 23669

**RE: Hampton University – Harbour Centre 14th Floor
2 Eaton Street - Permit # B23-01051 Narrative**

City of Hampton Plans Review Staff - Zoning

Please see narrative related to the proposed business activities at the site as requested .

Harbour Centre is currently zoned as DT-2 and its land use is designated as office. Hampton University would like to expand the current land use of office to include an event space on the 14th floor (actual floor level is 13, but labeled as 14th floor). This space would consist of an elegant lobby, spacious lounge, and an upscale dining and/or assembly area that can accommodate a stage. The dining and/or assembly area would have the flexibility to be divided into 3 separate rooms with an operable partition system depending on the type of event and the amount of space required. It would also include converting existing roof into an enclosed lounge space, a warming prep kitchen, two dressing rooms, a unisex toilet, and a renovated men's and women's restroom area. The 14th floor would be utilized for both exclusive events hosted by Hampton University as well as a rented venue for the public based upon availability and as scheduled and reserved. Hours shall be limited to ending no later than 2:00am and starting no earlier than 8:00am. It has an area of 14,500 sf, a total maximum occupancy of 450 people, a building height of 13 stories with 2 penthouse floors above and it is fully sprinklered.

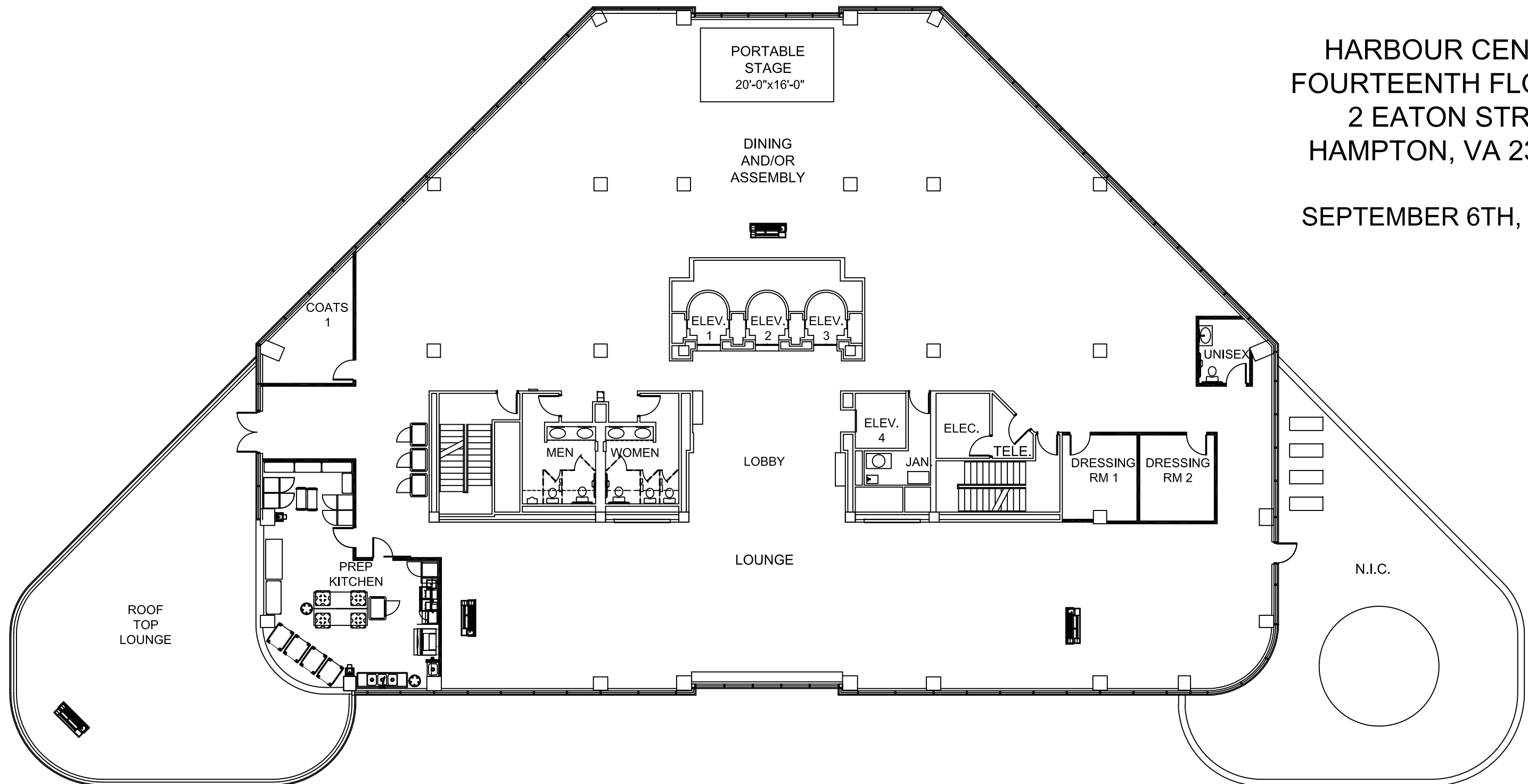
Thank you,
Nicole Wells
Project Manager

HAMPTON UNIVERSITY

PRESIDENT DARRELL K. WILLIAMS

HARBOUR CENTRE
FOURTEENTH FLOOR
2 EATON STREET
HAMPTON, VA 23669

SEPTEMBER 6TH, 2023



FOURTEENTH FLOOR PLAN